

CITY HALL - SALISBURY, MARYLAND - JANUARY 5, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday, January 5, 1942, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of the Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin Hayman, with Claude E. Russell absent due to illness.

1. The minutes of the previous meeting of December 29, 1941, were read and approved with the exception of Councilman Werner T. Gardner being present who was absent. The minutes were ordered corrected to accord.
2. Vouchers No. 17135 to 17197 inclusive were read and upon a motion offered by Councilman Gardner seconded by Councilman Hayman and duly passed were approved for payment.
3. Police Chief Chatham presented a monthly police car and motor cycle expense record together with his regular weekly daily reports which were both ordered accepted and filed.

He informed the Council that he had been requested by Mr. James M. Bennett, Superintendent of schools to cooperate with him in having all of the school children in Wicomico County fingerprinted in the interest of national defense and personal identification in case of trouble. The Council advised him to inform Mr. Bennett that he would be glad to cooperate with him and suggested that the School Board initiate the work and allow him to assist them in any way he could other than actually doing all the work.

He reported the receipt of a telegram from J. L. Flynn, District Attorney General; who instructed him to pick up all cameras, short-wave receivers and fire-arms from aliens in the community. The Chief further asked for instructions on storing these items. He was advised by the Council to have the vault door on the second floor unlocked and to use this space.

4. Mr. Richard Allen of Allen Auto Body Works came before the Mayor and Council to ask for a refund on his deposit for water and sewer extensions on Wine Street as he said there would be no further revenue from tapping charges as the By Pass consumed all of the available space.

The Council advised him they would take the matter up and give him a reply at a later time.

5. The Harbor Master, Mr. L. F. Insley, reported that Captain Austin was now placing buoys up the river and that he had heard no further complaints from oyster bed owners.
6. The Building Inspector, Mr. Harry Hastings, reported he had talked with Dr. Sembly relative to his By Pass property. He informed the Council that he called on the doctor who in



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turn called Judge Duer as his Attorney before commuting himself. The result of the talk was that Dr. Semby did not agree to accepting Fifty Dollars which he was authorized to offer him for the additional piece of property and that he believed he would not accept anything less than \$200.00.

The Building Inspector presented his monthly report which shows eighteen permits issued for a total estimated cost of \$17,540.00 which was ordered accepted and filed.

7. Mr. James A. White, the Plumbing Inspector, presented a report for the year of 1941 showing in part \$778.50 collected as plumbing permit fees together with his regular monthly report for December which showed among other things \$42.00 collected as plumbing permit fees. Upon a motion offered by Councilman Hayman seconded by Councilman Gardner both reports were ordered accepted and filed.

The Plumbing Inspector reported on a request from the Hannaman-Burroughs Company for an outside spicket without a sewer connection on their storage yard property on Evans alley and since it was not in accord with the established custom requested instructions.

The Council talked over the matter thoroughly and found they had no objection to the placing of a spicket only since it was to be used solely for washing equipment on the yard and ordered the Plumbing Inspector to grant them a permit.

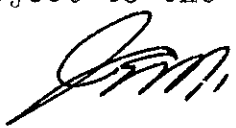
8. Parking tickets No. 10298, 10620 together with a parking ticket issued to Mr. George Purnell were presented and asked excused.

By a motion offered by Councilman Hayman seconded by Councilman Gardner and duly passed all of the above mentioned tickets were ordered excused.

9. Bids on the furnishing and printing of 10,000 envelopes were received as follows:

Eugene M. Messick & Son	10,000 at \$4.35 per thousand
Salisbury Advertiser	10,000 at \$4.42 per thousand
J. Ryland Taylor & Son	10,000 at \$4.50 per thousand

Upon a motion offered by Councilman Hayman, seconded by Councilman Gardner, award was authorized to Eugene M. Messick & Son, lowest bidder.

10. The City Treasurer presented a request from Mr. Louis Stevens for a City License licensing ten bowling alleys in his property on Circle Avenue and another request for nine pool tables in his property on Main Street which were ordered granted subject to the approval of the Police Chief.
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11. Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, the Mayor, I. Virgil Hitchens, and the Treasurer, Wade H. Insley, Jr. were authorized to renew a note at the Farmers and Merchants Bank dated January 15, 1942, for the account of By Pass Highway Utility Bonds of 1941 in the amount of \$14,000.00 for a period of ninety days at the rate of four per cent and to have drawn a voucher for payment of interest on the said note and to duly sign the said instruments.
12. The dog catcher's weekly report was presented and ordered accepted and filed.
13. The City Engineer presented a request from the Atlantic Refining Company for an adjustment in their water bill for their property on West Main Street which appeared to be excessive.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie, the City Engineer was authorized to make an adjustment in the usual way on this bill since it did appear excessive.

14. The City Engineer presented an order to the Warren Steam Pump Company, Inc. of Massachusetts for 10 lbs. 5/8" plumbing packing and 60 p rubber sleeves for coupling bolts for which he asked approval.

Upon a motion duly offered and passed it was approved and the President of the Council was authorized to sign the priority rating.

15. The City Engineer, Mr. Gardner, reported he had received a call from Mr. W. D. Mitchell who asked for replacing the entire sections of sidewalk which had been partially removed for the placing of a new curb and gutter. Mr. Mitchell stated that unless a whole section was removed it would appear to be a patched job and not a replacement.

The Mayor and Council informed the City Engineer they were unable to do more than replace what had been taken up.

16. The City Engineer brought up the matter of a retainer wall about the By Pass frontage of F. L. Insley property.

The Council advised him that the City would build this retainer wall if the State would not add it to its contract.

17. The City Engineer presented the request from Mr. Solomon for the use of a city truck Saturdays by the Boy Scouts in which to collect newspapers, magazines, and waste paper.

J. M.

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18. The City Engineer presented an agreement accompanied by a plat from the Pennsylvania Railroad Company for the opening of West Road along the B. and E. tracks near Delaware Street in the City of Salisbury which was accepted, approved, and ordered filed by the Mayor and Council.

At the same time the Council instructed the Clerk to notify Mr. W. W. Mayer, Broad Street Station, Philadelphia, of its receipt and acceptance.

19. The City Clerk was instructed to contact Mr. John L. Morris to see how he was coming along with the Civilian Defense questionnaires.
20. The City Engineer in behalf of the Civil Service Commission presented a request for a quantity of stationery and envelopes, a filing cabinet with lock and key, postage stamps in the amount of \$5.00, and three copies of the Ordinance together with one copy of the original survey, also with a request for distribution of a questionnaire to each employee in the City.

The request was ordered accepted and complied with by a motion offered by Councilman Hayman seconded by Councilman Howie and duly approved.

21. The Mayor reported the Civil Service Commission had met and had organized and that Mr. Fred A. Grier, Jr. had been appointed as Chairman and that they would use the Council Chambers probably one night a month for their meetings.

22. The President of the Council, John E. Morris, called the Council's attention to the need of a survey of the facilities within the City and County which might be used or converted to the needs of national defense and recommended that a meeting be called at which would be invited the County Commissioners, representatives of the Chamber of Commerce, East Salisbury Business Men's Association, Junior Chamber of Commerce and the President of the Lions, Rotary and Kiwanis Clubs, in order to discuss and organize their efforts.

Councilman Gardner offered a motion seconded by Councilman Hayman and duly passed approving the suggestion and calling for a meeting Friday night, January 9, at 8 o'clock of the above mentioned groups and any other interested people for the purpose mentioned above. Whereupon the Mayor issued the following proclamation (attached next page)

23. Dr. William Murphy came before the Mayor and Council and explained his position in the dog control matter and asked that the Council make some arrangement to pay him for his services.

John E. Morris

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24. The Council discussed the whole matter of charges, etc. and finally approved his bill in the amount of \$115.40 and instructed the Treasurer to draw a voucher in that amount to provide for the payment of his account to date.
24. The City Engineer was authorized to request the auditors to submit a proposition for changing the Water Department accounts for stores, perpetual inventory, etc. upon a motion duly offered, seconded and passed.
25. Upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed the City Engineer was authorized to purchase from the Pocohontas Coal Company 500 tons of slag at \$2.55 per ton.

There being no further business the meeting adjourned at 11:30 P.M.

APPROVED:

1/12/42
Date

John E. Morris
President of the Council

Wade H. Indley
City Clerk

PROCLAMATION

WHEREAS, Several business and industrial facilities in Salisbury and Wicomico County are available for the manufacture of articles required for National Defense;

WHEREAS, an inventory of existing machinery, equipment and personnel is desirable;

WHEREAS, the reemployment of citizens whose normal services have been discontinued or greatly reduced due to restrictions placed on articles usually purchased by civilians is essential to maintain high morale;

THEREFORE, BE IT RESOLVED, that a well formulated plan be adopted by The Salisbury Chamber of Commerce, The County Commissioners of Wicomico County, East Salisbury Business Men's Association, Kiwanis Club, Lion's Club, The Rotary Club, and The Mayor and Council of Salisbury.

BE IT FURTHER RESOLVED That representatives of the aforesaid organizations be officially notified to have a representative present at a meeting to be held in the Council Room at the City Hall, Salisbury, Maryland, at 8:00 P.M. Friday, January 9, 1942.

AND BE IT FURTHER RESOLVED That the primary purpose of this meeting is to take immediate steps to secure National Defense contracts in order to assist our Government and the people of this community in "all-out production."

I. VIRGIL HITCHENS,

Mayor

January 6, 1942

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Mr. W. J. Mayer
Real Estate Agent
Pennsylvania Railroad Company
Broad Street Station
Philadelphia, Pennsylvania

Dear Sir:

I have been instructed by the Mayor and Council to advise you that the agreement between the Baltimore and Eastern Railroad Company and the Mayor and Council of Salisbury providing for the opening of the West Road crossing in Salisbury, together with a plat, have been received and accepted.

Very truly yours,

Wade H. Insley, Jr.
Treasurer

WHI:RW

cc: Mr. Clarke Gardner
cc: Agreement
cc: Minutes

CITY HALL - SALISBURY, MARYLAND - JANUARY 6, 1942

The Mayor and Council of Salisbury met in a special session at the City Hall Tuesday afternoon, January 6, 1942 at 5:00 P.M. in joint session with the County Commissioners. The Mayor and Council were represented by the President of Council John E. Morris and Councilmen Albin A. Hayman, Werner T. Gardner, and John G. Howie. The Commissioners were represented by Mr. William F. Messick, the President and Mr. Henry S. Todd, together with attorneys for both boards, Mr. Carroll Bounds and Mr. Charles Potts.

The meeting was called for the purpose of reviewing the options accepted for the airport property and to arrange on a method of paying for the said property.

1. All of the options were reviewed and certain items were ordered noted such as:

John L. Godfrey, et, al. that Murray C. Walston had offered \$300.00 for all of the buildings on the property.

John W. Downing reserves the right to cut all timber within ninety days.

George P. Heath reserves the corn crib and the rights to all timber. It was further ordered noted that Mr. Edgar Holloway had offered \$50.00 for the remainder of the buildings.

Arthur R. Twilley reserves for the season the rights to pick or remove his strawberry patch.

Perry J. Rohrbough reserves the rights to move all buildings.

Murray C. Walston reserves the right to cut and remove the timber.

Jack and Hedley Raynor reserves the right to cut and remove the timber and to remove a house located on the property.

2. The Mayor and Council and the Commissioners agreed after discussing the matter with their attorneys that it would be more practical for each body to post one-half of the total cost of the project which is \$10,741.18, each, to be deposited in a joint account namely: Salisbury, Wicomico County, Airport, and that the City Treasurer, Wade H. Insley, Jr. be and is authorized to draw checks on this account for payment of the purchased airport property upon approval of Carroll E. Bounds, the Commissioners attorney.

It was further pointed out this account should be in an

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entirely new and separate fund and should be accounted for after its expenditure by a statement to the County Commissioners.

3. In order to procure the necessary money Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor and City Treasurer to borrow the sum of \$10,741.18 for the purpose of providing the funds for one-half of the City's share in the airport land purchase cost.

It was also provided that the money should be expended upon the signature of the City Treasurer, Wade H. Insley, Jr., upon the approval of Carroll E. Bounds, attorney for the County Commissioners.

There being no further business the meeting adjourned at 6:00.

APPROVED:

1/12/42
Date

John E. Morris
President of the Council

Wade H. Insley
Clerk

CITY HALL - SALISBURY, MARYLAND - JANUARY 9, 1942

The Mayor and Council of Salisbury met in special session in the City Hall Friday, January 9, 1942 at 8:00 P.M. for a special purpose of discussing a concerted effort toward bringing to Salisbury any new work which could be undertaken in the war effort and for the purpose of analyzing and preparing an inventory of the industries, buildings, and manpower which are now here and which might be utilized. Mayor I. Virgil Hitchens was present together with President of Council John E. Morris, Councilmen Hayman and Gardner with Councilmen Howie and Russell absent.

There was also present Mr. Lee Allen and Mr. Ennis representing the County Commissioners. Mr. Ralph Grier and Mr. Alfred T. Truitt represented the Chamber of Commerce and Dr. Richards represented the Lions Club. Mr. George Chandler represented the Rotary Club and Mr. George Miller represented the Kiawanis Club, together with Mr. S. King White, Mr. Wallace White and Mr. Richard Moore, representing their papers and also Mr. Norman Holland, Thomas Mitchell, Jr. and Mr. Layton Moore.

1. Mr. Alfred T. Truitt spoke for the Chamber of Commerce and informed the group that the shipyard had received the bulk of their efforts so far since it had unlimited possibilities for the employment of idle men in the community and since he had already been informed that the army would approve it as a shipyard for the construction of wooden vessels.

He also informed the group that the Chamber was working with the Martin & Schwartz firm toward the securing of ~~an~~ additional work for a new unit in Salisbury.

Mr. Lee Allen told the group that it was his opinion that they should follow these matters up and give them to the OPM if necessary.

2. Mr. Ralph Grier told the group that it was his opinion that instead of trying to find new industries, they should concentrate their effort on finding work for the industry and labor already here following the already established lines, for example he said the shipyard had facilities for an industry for which skilled employees were already here in sufficient numbers for operation.
3. The Mayor informed the gathering that he had received quite a few letters from the OPM asking for an inventory of buildings and industries which might be used in the war effort.
4. Mr. Alfred T. Truitt informed the group that he had been advised that the RFC would finance new industries or further expansions of industries located in this part of the Eastern Seaboard.
5. Mr. George Chandler told the group that it might be good



to look for useful work of that large group of people which had previously been employed here in the building industry as it was his opinion that this particular line of industry in this community was approaching a dead end and he pointed out that it might be good to prepare an inventory of labor and capital formerly employed in this business which might be devoted to some other work.

6. Mr. Layton Moore told the group that the automobile sales business was over and it was his opinion that quite a few of those businesses would shortly close their doors. He further pointed out that he had determined that the repair work in his particular business was not sufficient to carry his overhead even though it was working at full capacity. He predicted that others would soon find the same thing. Mr. Truitt further informed the group that the army had been looking for a location in or about Salisbury in which to house approximately 250 members of the Aviation Division of the U. S. Armed Forces and that they had now found a place and had gone to Dover, but in the near future might again be looking for these facilities here.

7. Mr. Norman T. Holland informed the group that he was now negotiating for the purchase of the Jackson-Gutman building and that if it was consummated which he was expecting it to be, it would soon be free for rent and occupancy by a firm who wished to come to Salisbury. He further stated he had already had some requests for the use of the building.

He further stated that he was now building a boat in Norfolk and that he would bring it to Salisbury for completion if a responsible buyer took over the shipyard. He further stated that he had made an offer to the management of the old shipyard to complete his recent boat if they would assume the job at \$5,000 more than he was paying the Norfolk firm.

8. All of the other members of the group expressed their opinions which culminated in the nomination of Mr. Alfred Truitt as Chairman of a committee to prepare plans as suggested above with the authority to draft Mr. Lee Allen, Mr. George Chandler, and Mr. Norman Holland for work on the committee.
9. After the other meeting broke up, the Council assembled for a short discussion on the progress of the airport work and as a result Councilman Gardner introduced a motion which was seconded by Councilman Hayman and duly passed authorizing the Treasurer to discount a note for \$10,741.18 at the Farmers and Merchants Bank and to deposit the proceeds in the General Fund and to prepare a voucher to the order of Salisbury-Wicomico County Airport Fund in the same amount and to deposit this voucher in that account.



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The motion also authorized the President of the Council to sign the said voucher.

There being no further business the meeting was adjourned at 10:00 P.M.

APPROVED:

Date

Jan. 12. 1942

President of Council

John E. Morris

Clerk

Wade H. Inley

CITY HALL - SALISBURY, MARYLAND - JANUARY 12, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday, January 12, at 7:30 with the following members present: Mayor I. Virgil Fitchens, President of the Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin Hayman, Claude E. Russell.

1. Mr. James Hastings came before the Mayor and Council to ask why he was picked up and arrested for operating a gambling room when he knew others were operating in town.

After a very lengthy talk by Mr. Hastings the Mayor asked for an executive session at which the Police Chief explained his department's work on gambling in the City and in particular the case of Mr. James Hastings.

2. The Building Inspector, Mr. Hastings, advised the Council he had been working on plans for bomb shelters and that he had some drawings in his possession now which they could develop if the Council felt it advisable.
3. The Police Chief Chatham presented his weekly log and his parking meter report. They were both ordered accepted and filed.

The Police Chief upon a motion offered by Councilman Hayman seconded by Councilman Gardner and duly passed was authorized to purchase a guide and directory to be charged to his department's expenses.

4. The Harbor Master, Mr. Insley, reported that the wharf of Mr. Weisner on the river at South Division Street bridge was caving into the river and needed repairs. The Council instructed him to call on Mr. Weisner and advise him of the matter and to follow it up with a letter instructing him that it must be replaced.
5. Mr. George Purnell, Acting City Engineer, presented a request from Waller Paving Company asking for water service at his lot on the Spring Hill Road by the B & E Railroad outside of the corporate limits. He presented a sketch and estimate which showed an approximate cost of \$85.00 for a two-inch service line.

The Council approved this construction if all costs would be borne by the Waller Paving Company and if they felt the water pressure would be sufficient.

6. Mr. George Purnell also read a letter dated January 8 from Curtis W. Long advising the City that it was trespassing on his property on Oak Street by the opening of a street to which they had no title whatsoever. He further advised in this letter that a sewer was laid across his property without any authority.

He further pointed out in his letter that if the City desired



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to widen Arch Street and Oak Street in a legal way he would make no objections and ask no damages provided that the City would move his house to the proper location on the remainder of his lot and in addition thereto would connect it with sewer and water services.

The President of the Council appointed a committee to investigate the affair and to report back to the Council. The committee was composed of Claude E. Russell, Albin A. Hayman, and the City Engineer, Clarke E. Gardner.

7. Attention was called to the Council that the Dean Perdue heirs had not connected their property on Lake Street to water and sewer services as recently directed. It was also cited that Mr. Herman Hodgson had likewise not connected his property on Catherine Street and the City Clerk was advised to inform the City Solicitor that he should proceed to enforce these connections in the interest of public health.
8. The minutes of January 5 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.

The minutes of January 6 were read and upon a motion offered by Councilman Russell, seconded by Councilman Gardner and duly passed were approved.

The minutes of January 9 were read and after ordering that they be amended with the addition of Mr. Holland's statements about the shipyard and his new building together with the addition that Mr. Alfred T. Truitt's committee was to report back to the Mayor and Council, a motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed that they be approved.

9. The City Clerk brought before the Mayor and Council a request for licenses to operate a pool room at 113 Lake Street and 512 West Main Street, both in the name of James Weatherly.

Both licenses were approved and ordered issued subject, however, to the prior approval of Chief of Police.

10. The Clerk presented a list of those people having keys to the City Hall which the Council accepted and ordered to become a part of the minutes.
11. The City Treasurer presented a bill for six memberships in the Chamber of Commerce in the amount of \$150.

The Treasurer was authorized to pay for one membership only that one to be held in the name of the Mayor.

12. The matter of a refund to Mr. R. W. Allen which he deposited



on water and sewer extensions on Wine Street was again discussed and the Council arrived at the decision that it would abide by the present contract for the time being since there was still a possibility of further connection to the line which would automatically provide for refunds to Mr. Allen.

13. The City Treasurer brought before the Mayor and Council the matter of bond for certain City employees.

The Council instructed the Treasurer to look into the matter and to bring back an estimate of cost of any new bonds required.

14. The City Clerk brought to the attention of the Council a request from Mr. Elwood Trader to paper the By Pass property at 1901 North Division Street which he has offered to rent.

The Mayor and Council decided they could make no further improvements in the property.

15. Vouchers No. 17198 to 17254 inclusive were read and approved for payment except Voucher No. 17240 which was marked void.

The motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.

17. The Mayor brought to the attention of the Council a request for wetting the iced lake at New York and Philadelphia Avenues in order that it would freeze quicker for skating. The Council found that they were unable to assist in the matter.

16. The dog catcher's weekly report was presented and ordered filed.

There being no further business, the meeting adjourned at 10:45.

APPROVED:

Date

Jan 19, 1942

John E. Morris
President of Council

Clerk

Wade H. Inley

City of Salisbury
MARYLAND

WADE H. INSLEY, JR.
City Clerk-Treasurer

The following have keys to the City Hall:

Mr. Gardner
Mr. Purnell
Mr. Hitch
Mr. White
Mr. Sterling
Mr. Hastings
Mr. Insley
Chief of Police
Mr. Cooper
Mr. Lank
Mrs.. George

John E. Morris,

CITY HALL - SALISBURY, MARYLAND - JANUARY 19, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, January 19 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin Hayman, and Claude E. Russell.

1. Mr. P. A. Morrisson of the State Roads Commission came before the Mayor and Council and explained that the State was now making a survey leading toward the relocation and joining of Route 213 to Route 13. The present plans provide for a relocation of Route 213 leaving the present Salisbury-Easton Highway at the Dorman School site and heading in an easterly direction toward Route 13, the Salisbury By Pass in the general vicinity of Union Avenue. He further explained a proposed relocation of Route 213 north of Salisbury in an easterly direction toward Walston's Switch leaving the Salisbury-Delmar Road in the vicinity of Middle Neck.

In order to determine the best place to enter the City with the new proposed Route 213 the Mayor and Council agreed to meet with Mr. Morrisson Tuesday at 2:00 in order to look over the sites in the vicinity of Union Avenue and if possible, to determine the best place to enter the City with the new road.

2. Mr. Lee Disharoon came before the Mayor and Council to request that his application for sewer service on Long Avenue be granted. The request contemplates the extension of the existing facilities 65 feet in order to take care of his property.

Extension was authorized upon a motion offered by Councilman Gardner, seconded by Councilman Russell and duly passed.

3. Mr. Clyde Truitt and Mr. Edward Parsons came before the Mayor and Council representing the Veterans of Foreign Wars to ask the assistance in the purchasing of new or made-over uniforms. Mr. Parsons explained that they had collected all but \$393.57 of a sum sufficient to provide for the purchase of these uniforms for the Drums and Bugle Corps and that they had taken the matter up with the County Commissioners who had advised them to see the City Council and who had informed them that they would discuss the matter with the Council in their next joint meeting.

The President of Council informed the delegation that they would discuss the matter at their next meeting with the Commissioners.

4. The Police Chief Chatham presented his weekly daily report which was ordered accepted and filed.

At the same time the Police Chief was given an application for a pool room license in the name of Smith and Williams with the instructions that he approve the issue prior to

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the approval and formal issuing by the City Clerk.

5. Mr. Hastings, the Building Inspector, was unable to attend but forwarded the information that he had nothing unusual to report.
6. Mr. Insley, the Harbor Master, called and asked that the Council be informed that he had nothing to report and that due to illness he was unable to be present and to give his report.
7. Mr. Charles Potts, the City Solicitor, presented Ordinance No. 471, an ordinance to provide a change in the use and height district regulations of a certain area of land westerly of the Snow Hill Road, southerly of the Wicomico River, northerly of Arch Street and westerly of the New York-Philadelphia-Norfolk Railroad Company's right of way, which was read for its final reading and upon a motion offered by Councilman Howie, seconded by Councilman Gardner and duly passed, was approved.
8. In response to a request from the Fireman's Fund Indemnity Company who holds bond for the office of City Treasurer the following preamble and resolution were introduced by Councilman Gardner, seconded by Councilman Hayman and passed by the unanimous vote of all members of the Council of Salisbury present:

WHEREAS, the funds of The Mayor and Council of Salisbury have been deposited in certain banks of the City of Salisbury, Maryland, under the authority of a number of separate resolutions authorizing and directing the Clerk of Salisbury so to do; and,

WHEREAS, it is deemed advisable to adopt one resolution superseding all heretofore duly adopted resolutions and authorizing and directing the Clerk of Salisbury to deposit all funds in the hereinafter named depositories.

NOW, THEREFORE, BE IT RESOLVED that all resolutions relating to the deposit of funds in certain named depositories, heretofore duly adopted by the Mayor and Council of Salisbury, be, and the same are hereby rescinded, repealed and superseded; and

BE IT FURTHER RESOLVED that all funds of the Mayor and Council of Salisbury shall be deposited by Wade H. Insley, Jr., the duly elected, qualified and acting Clerk of Salisbury, and his successors in office, in either The Farmers and Merchants Bank of Salisbury, The Salisbury National Bank, or the Salisbury Branch of the County Trust Company of Maryland.

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January 19, 1942

9. The City Solicitor presented a deed from the Mayor and Council to Elmer C. Williams and Edith L. Williams, his wife, which was a corrective deed to change the name of parcel of land recently deeded in error to Elmer C. Williams and Edith C. Williams, his wife, which was in error.

Upon a motion duly offered by Councilman Gardner, seconded by Councilman Howie and duly passed, the President of Council John E. Morris and Mayor I. Virgil Hitchens were authorized to sign this corrective deed.

10. The City Engineer presented a letter from the Civil Aeronautics Authority advising the City Engineer that certain parts of the airport had been approved and advising him what would be required for final approval.

11. The City Engineer presented two letters from the Chesapeake & Potomac Telephone Company requesting the following permission:

(1) to replace pole # 6 on Newton Street opposite Smith Street which pole is rotting in the ground line.

(2) to remove and to replace poles on Oak Hill Avenue as shown by attached sketch which work is being done at the request of the Engineering Department of the City of Salisbury.

Upon a motion duly made and passed both requests were approved.

12. The City Engineer read a letter from Thomas Carroll in which he offered to sell a strip of land required to run Dover Street through to Barker Street for the sum of \$100.00.

The President of Council appointed Councilman Claude Russell as a committee of one to investigate the proposed together with the City Engineer and to report his recommendations back to the Council for final action.

13. The President of Council presented a request for the purchase of the lot on Hanover Street near Pinehurst Avenue which was purchased from Elmer C. Williams as proposed site for an elevated storage tank.

The President of Council appointed Councilman Hayman and Russell together with the City Engineer as a committee of three to investigate the proposition and to make a report back to the Council at the next meeting.

14. Councilman Russell informed the Council that he had received a request for price of the By Pass property at 1901 North Division Street if the City wished to sell that property. The Proposition was discussed but no final action was taken.

15. Vouchers No. 17255 to 17315 inclusive were all read and approved except Voucher 17260 which was spoiled and marked

JSM

January 19, 1942

void upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.

16. The City Treasurer was instructed to contact a committee appointed about a year ago for the purpose of reviewing the City's insurance and making recommendations on combinations or consolidations which might affect the lower rate and result in a savings. City Engineer presented a letter from the Chesapeake and Potomac Telephone Company which gave him an estimate of the cost of leased wires for an air raid siren control. The quotations were (1) \$21.75 for an individual continuous five point hook-up which arrangement operates the siren individually if one point should fail; (2) \$15.75 for a continuous one circuit. This circuit would fail completely if one point failed.

No action was taken at the time on the quotation.

17. The City Treasurer presented his quarterly final statement on the General Fund.
18. The City Engineer asked for instructions on the matter of Mrs. Allie E. Russell, 206 East Isabella Street who had requested a mark-off of part of her account since one of the apartments of the two apartment house was not in use.

The City Engineer explained that the house was fed by a single line and that one apartment could not be cut off without cutting off the whole property and he was therefore unable to cut off the water or to mark off that part of her account.

The Council instructed the City Engineer that if the property owner could cut off the line which fed the second apartment and plug it up, she could be relieved of that part of her bill, after an inspection by the plumbing inspector.

19. The City Engineer presented an order for a steel cabinet with a lock for the use of the Civil Service Commission which cabinet required a priority. The President of Council was authorized to sign this priority.
20. The City Engineer presented a request from Mr. Ray Hare to fill in a street near the new proposed Elk's Home running from Park Drive.

The City Engineer was informed that it would be satisfactory to make this filling from time to time with surplus dirt removed from the streets.

21. The City Engineer was at the same time instructed that it would be satisfactory in the interest of national defense to close that part of the Park Road leading from East Main Street along the back in the rear of Herman Hodgson's property. Mr. Herman Hodgson had informed the City Engineer

JEM

previously that he would have no objection.

22. The City Engineer presented a quotation from the Pocohantas Coal Company for ready mixed cement for use in replacing the Glen Avenue sidewalk. The quotation was \$13.25 a cubic yard for 1-2 mix and \$15.25 for 1-1 mix delivered to job site. Approval was granted upon a motion offered by Councilman Russell and seconded by Councilman Gardner and duly passed.
23. The City Engineer was authorized to paint the upper section of the windows at the Water Plant and to cover the lower section with blackout paint upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
24. The City Engineer was authorized to provide switches for the cut-off of the traffic lights in case of a blackout. The switches were necessary in order to provide a safe means for cut-off. The cost was \$25.90 as bid by Art Craft Electric Supply Company. The authorization was granted by a motion made by Councilman Gardner, seconded by Councilman Hayman and duly passed. The purchase was for the account of Parking Meter and Traffic.
25. The Clerk read a communication from the Tire Rationing Board which requested information on the probable number of automobiles and trucks the City would require during the current year. The matter was referred to the City Engineer who was instructed to reply to it as quickly as possible.
26. Parking ticket No. 10952 was presented and asked excused.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, the ticket was excused.
27. The Mayor informed the Council that the Plumbing Inspector, Mr. Jim White, had volunteered to help any other department in the City which he might serve since since his work at this time was not as heavy as usual.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, the Council accepted his offer and authorized him to assist in any way he could with the Water Department.
28. The minutes of January 12 were read and approved upon motions duly passed and made.
29. The City Clerk was authorized to secure bonds from Miss Natalie Wimbrow and Miss Amy Jester in the amount of \$1,000 each.
30. The dog catcher's report for the week of January 17 was read and ordered filed.

J.M.

Minutes of The Mayor and Council

Page #6

January 19, 1942

31. The City Treasurer was instructed that Mr. Lawrence Littleton's rate of pay would be \$36.00 instead of \$35.00 as previously authorized.

There being no further business a motion was made for adjournment at 10:15.

APPROVED:

Date

Jan 26. 1942

John E. Morris
President of Council

Clerk

Walter H. Dole

THE MAYOR AND COUNCIL
OF SALISBURY, MARYLAND

FINANCIAL STATEMENT
October 1 to December 31, 1941

I N D E X

GENERAL FUND--Cash Receipts and Disbursements. . .	Page 1
BUDGET EXPENDITURES.	Pages 2-5

MAYOR AND COUNCIL - SALISBURY, MARYLAND
GENERAL FUND - STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 TO DECEMBER 31, 1941

INCOME:

Tax Receipts	Total	Sinking Fund	General Fund	
1941	\$51,265.05	\$17,942.77	\$33,322.28	
1940	9,508.11	3,353.04	6,227.07	
1939	5,638.50	1,973.47	3,665.03	
1938	2,806.20	982.17	1,824.03	
1937	1,487.84	520.74	967.10	
1936 & prior	690.71	241.75	448.96	
Interest	2,676.32	938.10	1,738.22	
	<u>\$74,144.73</u>	<u>\$25,952.04</u>	<u>\$48,192.69</u>	\$ 48,192.69

OTHER INCOME

Street Repair Assessment	\$ 64.32	
Miscellaneous Income	3,733.92	
Licenses	178.37	
Building Permits	326.25	
Over & Short	-2.07	
Franchise Tax	712.50	
Board of Education - Policing	222.25	
Bank Stock Tax	<u>2,669.93</u>	7,905.47

RECOVERED EXPENDITURES

By Pass Utilities of 1941	\$ 103.40	
Public Improvement Fund	1,500.00	
Special Street Fund	700.00	
Water Department	<u>151.81</u>	2,455.21

TOTAL COLLECTIONS

1941 Advance Tax Collections held in special account for Oct. 1	51,869.22
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TOTAL RECEIPTS

Balance on hand and in Bank Oct. 1, 1941	110,422.59
	<u>76,234.50</u>
	<u>\$186,657.09</u>

DISBURSEMENTS:

Budget Expenditures

General Government	\$ 2,645.97	
Department of Public Safety	12,248.63	
Department of Health	75.00	
Department of Public Works	16,692.36	
Public Properties	1,573.47	
Public Improvement	6,784.23	
Capital Equipment	600.00	
Miscellaneous	347.22	
Water & Sewer Connections	<u>1,113.14</u>	42,085.02

OTHER EXPENDITURES

Repayment of Loan to Water Dept.	4,678.97	
Repayment of Loans to Banks	35,000.00	
To General Fund, 1941 Advance Tax Collections held in spec. acct.	51,869.22	
To Sinking Fund, 1941 Advance Tax Collections held in spec. acct.	27,929.58	
Misc. refunds and expenses	<u>95.19</u>	119,572.96

TOTAL DISBURSEMENTS

Balance on hand and in Bank Jan. 1, 1942	161,657.98
	<u>24,999.11</u>
	<u>\$186,657.09</u>

MUNICIPAL BUDGET FOR THE FISCAL PERIOD - October 1 to December 31
(Allocation for General Expenses)

ACCT. NO. 1 - GENERAL GOVERNMENT:

	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
<u>Acct. No. 10 - Legislative Branch:</u>			
110.1 Salaries - Mayor and Council	\$ 2,100.00	\$ 525.00	\$ 1,575.00
110.2 Expenses - Mayor and Council	300.00	10.00	290.00
110.3 Elections & Registrations	800.00	50.00	750.00
	<u>\$ 3,200.00</u>	<u>\$ 585.00</u>	<u>\$ 2,615.00</u>
<u>Acct. No. 11 - Department of Finance:</u>			
111.1 Salary - Clerk-Treasurer	\$ 2,400.00	\$ 600.00	\$ 1,800.00
111.2 Salaries - Clerks	2,300.00	590.66	1,709.34
111.3 Stationery & Printing	600.00	146.90	453.10
111.4 Advertising & Printing	500.00	149.65	350.35
111.5 Bond-City Treas. Office	812.50	0.00	812.50
111.6 Telephone Clerk's Office	75.00	18.46	56.54
111.7 Auditing	1,500.00	0.00	1,500.00
111.8 Assessments	200.00	27.42	172.58
111.9 Compensation Insurance	100.00	9.56	90.44
	<u>\$ 8,487.50</u>	<u>\$ 1,542.65</u>	<u>\$ 6,944.85</u>
<u>Acct. No. 12 - Legal Department:</u>			
112.1 Salary - City Solicitor	\$ 400.00	\$ 99.99	\$ 300.01
112.2 Legal Expenses	1,000.00	72.50	927.50
	<u>\$ 1,400.00</u>	<u>\$ 172.49</u>	<u>\$ 1,227.51</u>
<u>Acct. No. 13 - Miscellaneous Expenses</u>			
113.1 Interest on Temporary Loans	\$ 1,000.00	\$ 33.33	\$ 966.67
113.2 Membership - Chamber of Commerce	25.00	35.00	-10.00
113.3 Donation - Public Library	160.00	0.00	160.00
113.4 Donation - Salvation Army	150.00	37.50	112.50
113.5 Donation - Boy's Band	200.00	200.00	0.00
113.6 Civil Service Commission	300.00	40.00	260.00
	<u>\$ 1,835.00</u>	<u>\$ 345.83</u>	<u>\$ 1,489.17</u>

ACCT. NO. 2 DEPARTMENT OF PUBLIC SAFETY

<u>Acct. No. 14 - Fire Department:</u>			
214.1 Custodians	\$ 6,370.00	\$ 1,704.60	\$ 4,665.40
214.2 Convention Fund	3,000.00	0.00	3,000.00
214.3 Accident Insurance	685.38	300.00	385.38
214.4 Fire Insurance on Bldg.	51.25	0.00	51.25
214.5 Fuel & Coal	700.00	53.08	646.92
214.6 Cleaning Bedrooms	100.00	36.00	64.00
214.6 Laundry	250.00	35.20	214.80
214.9 Gas-Hot Water Heater	75.00	70.69	4.31
214.10 Oil & Gasoline Fire Trucks	500.00	119.13	380.87
214.11 Repairs to Building	200.00	0.00	200.00
214.12 Repairs to Equipment	746.00	69.10	676.90
214.13 Supplies	400.00	409.80	-9.80
214.14 Telephone	175.00	59.22	115.78
214.15 Fire Prevention & School	125.00	84.50	40.50
214.16 Salary - Chief	200.00	100.00	100.00
	<u>\$ 13,577.63</u>	<u>\$ 3,041.32</u>	<u>\$ 10,536.31</u>
Carried Forward	\$ 28,500.13	\$ 5,687.29	\$ 22,812.84

Brought Forward	\$28,500.13	\$5,687.29	\$22,812.84
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<u>Acct. No. 15 - Police Department:</u>		<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
215.1	Salary - Chief of Police	\$ 2,080.00	\$ 531.43	\$ 1,548.57
215.2	Salaries - Regular Police	8,970.00	2,237.14	6,732.86
215.3	Salaries - Extra Police	6,838.00	1,738.39	5,099.61
215.4	Uniforms & Equipment	730.00	0.00	730.00
215.5	Auto. & Motorcycle Exp.	1,181.00	232.97	948.03
215.6	PD & FL Ins. on Police Cars	105.50	1.48	104.02
215.7	Telephone & Telegraph Exp.	75.00	10.61	64.39
215.8	Stationery & Printing, Etc.	350.00	50.27	299.73
		<u>20,329.50</u>	<u>4,802.29</u>	<u>15,527.21</u>

<u>Acct. No. 6 - Street Lighting:</u>				
216.1	Street Lighting	\$15,000.00	\$3,737.16	\$11,262.84
		<u>15,000.00</u>	<u>3,737.16</u>	<u>11,262.84</u>

<u>Acct. No. 17 - Dept. of Bldg. Insp.</u>				
217.1	Salary - Building Inspector	\$ 2,080.00	\$ 533.34	\$ 1,546.66
217.2	Office Expense	75.00	17.87	57.13
217.3	Automobile Expenses	90.00	6.57	83.43
217.4	Clerical Help	429.00	110.08	318.92
		<u>2,674.00</u>	<u>667.86</u>	<u>2,006.14</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTH

<u>Acct. No. 18 - Health Department:</u>				
318.1	Salary - Health Officer	\$ 300.00	\$ 75.00	\$ 225.00
318.2	Removal of Weeds	200.00	0.00	200.00
318.3	Oiling Lakes & Ponds	100.00	0.00	100.00
		<u>600.00</u>	<u>75.00</u>	<u>525.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

<u>Acct. No. 19 - Engineering Department</u>				
419.1	Salary - City Engineer	\$ 2,100.00	\$ 525.00	\$ 1,575.00
419.2	Salaries - Engineering Pers.	3,345.16	443.61	2,901.55
419.3	Salary - Stenographer	650.00	166.19	483.81
419.4	Office Expenses	325.00	284.33	40.67
419.5	Automobile Expenses	225.00	56.26	168.74
419.6	Telephone & Telegraph Exp.	125.00	37.37	87.63
419.7	Compensation Insurance	75.00	19.51	55.49
		<u>6,845.16</u>	<u>1,532.27</u>	<u>5,312.89</u>

<u>Acct. No. 21 - Rivers & Harbors:</u>				
421.1	Salary - Harbor Master	\$ 300.00	\$ 75.00	\$ 225.00
421.2	Miscellaneous Expenses	75.00	0.00	75.00
		<u>375.00</u>	<u>75.00</u>	<u>300.00</u>

Carried Forward	\$74,323.79	\$16,576.87	\$57,746.92
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Brought Forward \$74,323.79 \$16,576.87 \$57,746.92

Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:

	Budget	Spent	Balance
422.1 Labor - Street Cleaning	\$ 2,496.00	\$ 285.50	\$ 2,210.50
422.2 Labor - Catch Basin Maint.	3,198.00	821.71	2,376.29
422.3 Small Tools & Supplies	150.00	3.40	146.60
422.4 Repairs to St. Clean, Equip.	675.00	110.60	564.40
422.5 Gasoline & Oil	275.00	19.41	255.59
422.6 Liability Insurance	112.85	0.00	112.85
422.7 Compensation Insurance	160.00	55.17	104.83
	<u>\$ 7,066.85</u>	<u>\$ 1,295.79</u>	<u>\$ 5,771.06</u>

Acct. No. 23 - Street Maintenance:

423.1 Labor	\$12,194.00	\$ 3,055.36	\$ 9,138.64
423.2 Asphalt for Maintenance	3,000.00	3,209.21	-209.21
423.3 Stone for Maintenance	3,000.00	3,420.21	-420.21
423.4 Gasoline, Oil & Kerosene	1,800.00	293.89	1,506.11
423.5 Repairs to Trucks	1,000.00	214.68	785.32
423.6 Repairs to Other Equip.	1,500.00	399.84	1,100.16
423.7 Brick & Conc. St. Repairs	200.00	11.35	238.65
423.9 Compensation Insurance	275.00	247.74	37.26
423.10 Liability Insurance	130.40	0.00	130.40
	<u>\$23,349.40</u>	<u>\$10,869.89</u>	<u>\$12,479.51</u>

Acct. No. 24 - Garbage Department:

424.1 Labor	\$ 6,976.00	\$ 1,902.14	\$ 5,073.86
424.2 Gasoline, Oil & Grease	600.00	207.42	392.58
424.3 Repairs to Trucks	750.00	213.23	536.77
424.4 Liability Insurance	118.50	27.10	91.40
424.5 Compensation Insurance	377.10	180.88	196.22
424.6 Telephone	45.00	10.30	34.70
	<u>\$ 8,866.60</u>	<u>\$ 2,541.07</u>	<u>\$ 6,325.53</u>

Acct. No. 25 - Municipal Park:

425.1 Maintenance of Grounds	2,400.00	\$ 320.00	\$ 2,080.00
425.2 Rental of Trucks	320.00	28.04	291.96
425.3 Small Tools & Supplies	350.00	9.24	340.76
425.4 Compensation Insurance	80.00	21.06	58.94
425.5 Salary - Park Police	500.00	0.00	500.00
	<u>\$ 3,650.00</u>	<u>\$ 378.34</u>	<u>\$ 3,271.66</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1 Labor & Materials	\$ 1,000.00	\$ 0.00	\$ 1,000.00
426.2 Compensation Insurance	20.00	0.00	20.00
	<u>\$ 1,020.00</u>	<u>\$ 0.00</u>	<u>\$ 1,020.00</u>

ACCT. NO. 5 - Public Properties

Acct. No. 27 - City Hall Building:

527.1 Salary Custodians	\$ 468.00	\$ 185.25	\$ 282.75
527.2 Fuel	300.00	65.56	234.44
527.3 Supplies	200.00	273.97	-73.97
527.4 Repairs to Building	350.00	283.84	66.16
527.5 Fire Insurance	18.13	54.00	-35.87
527.6 Compensation Insurance	10.00	5.26	4.74
	<u>\$ 1,346.13</u>	<u>\$ 867.88</u>	<u>\$ 478.25</u>

Carried Forward \$119,622.77 \$32,529.84 \$87,092.93

Brought Forward \$119,622.77 \$32,529.84 \$87,092.93

	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
<u>Acct. No. 28 - City Yards - Mill & Willow Sts.</u>			
528.1 Salaries - Custodians	\$ 1,872.00	\$ 485.00	\$ 1,386.33
528.2 Repairs to Building	500.00	159.96	340.04
528.3 Printing Inventory Forms	25.00	.60	24.40
528.5 Compensation Insurance	73.00	59.36	13.64
	<u>\$ 2,470.00</u>	<u>\$ 705.59</u>	<u>\$ 1,764.41</u>
<u>ACCT. NO. 6 - PUBLIC IMPROVEMENTS:</u>			
<u>Acct. No. 30 - General Public Improvement</u>			
630.1 Land for Colored Playground	\$ 1,430.00	\$ 1,430.00	\$ 0.00
630.2 Curb & Gutter Construction	4,376.00	3,972.49	403.51
630.3 City-County Airport	2,500.00	1,270.68	1,229.32
630.4 Opening & Widening Streets	700.00	56.06	643.94
	<u>\$ 9,006.00</u>	<u>\$ 6,729.23</u>	<u>\$ 2,276.77</u>
<u>ACCT. NO. 31 - PARTICIPATION IN WPA SEWING PROJECT:</u>			
631.1 Rental of Building	\$ 330.00	\$ 55.00	\$ 275.00
	<u>\$ 330.00</u>	<u>\$ 55.00</u>	<u>\$ 275.00</u>
<u>ACCT. NO. 7 - CAPITAL EQUIPMENT:</u>			
<u>Acct. No. 34 - Purchase of Equipment:</u>			
734.1 Police Car	\$ 600.00	\$ 600.00	\$ 0.00
	<u>\$ 600.00</u>	<u>\$ 600.00</u>	<u>\$ 0.00</u>
<u>ACCT. NO. 8 - MISCELLANEOUS</u>			
<u>Acct. No. 35 - Miscellaneous</u>			
835.1 Salary - Dog Catcher	\$ 780.00	\$ 202.50	\$ 577.50
835.2 Dog Catcher's Expenses	0.00	144.72	-144.72
	<u>\$ 780.00</u>	<u>\$ 347.22</u>	<u>\$ 432.78</u>
<u>ACCT. NO. 9 - WATER & SEWER CONNECTIONS</u>			
Water & Sewer Connections	\$ 0.00	\$ 1,118.14	\$ -1,118.14
	<u>\$ 0.00</u>	<u>\$ 1,118.14</u>	<u>\$ -1,118.14</u>
<u>TOTAL BUDGET</u>	<u>\$132,808.77</u>	<u>\$42,085.02</u>	<u>\$90,723.75</u>

COURT HOUSE - SALISBURY, MARYLAND - JANUARY 21, 1942

A special meeting of the Mayor and Council was called Wednesday, January 21 at 4:30 P.M. to meet jointly with the County Commissioners at the County Commissioners' Board Room in the Court House, Salisbury, Maryland. Those present were Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen Howie and Russell together with the City Engineer, Clarke Gardner, City Solicitor Charles Potts, and the City Clerk, Wade H. Insley, Jr.

The County Commissioners were represented by their President William F. Messick and Commissioners W. Lee Allen, E. R. Ennis, and H. S. Todd.

The joint meeting with the County Commissioners of Wicomico County was called for the purpose of reviewing and signing a revised resolution constituting an agreement with the Civil Aeronautics Authority.

After reading and considering the agreement, a motion was offered by Councilman Russell, seconded by Councilman Howie, authorizing and directing the President of Council John E. Morris and the Mayor of Salisbury I. Virgil Hitchens to execute the agreement in behalf of the City jointly with the County Commissioners. (A copy of the resolution is attached on the next page.)

On a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed, the Treasurer was instructed to draw a voucher to the order of Wicomico County Airport Fund in the amount of \$39.65 which is one-half of the cost of the recording fees of the deeds, revenue stamps, certified copies, etc., and in the same time authorizing the President of Council to sign the said voucher.

There being no further business the Council adjourned at 5:30 P.M.

A copy of the County Commissioners minutes is attached and is a part of these minutes.

APPROVED:

Date

Jan 26, 1942

John E. Morris.
President of Council

Clerk

Wade H. Insley

RESOLUTION CONSTITUTING AGREEMENT WITH THE UNITED
STATES RELATIVE TO OPERATION AND MAINTENANCE OF
THE SALISBURY - WICOMICO COUNTY AIRPORT.

WHEREAS, the Administrator of Civil Aeronautics of the United States Department of Commerce (hereinafter referred to as "Administrator"), acting pursuant to the terms of the Department of Commerce Appropriation Act, 1942 (Public Law 135 77th Congress, Title 11), has designated as necessary for national defense a project (herein called the "Project") for development of the Salisbury-Wicomico County Airport (herein called the "Airport"), which project is identified as § _____; and

WHEREAS, as a condition precedent to release and operation of the Project, the Administrator requires that the County Commissioners of Wicomico County, State of Maryland, a body politic and corporate of the State of Maryland, and The Mayor and Council of Salisbury, a municipal corporation of the State of Maryland, (herein called the "Public Agencies") have title in fee simple to the landing area of the Airport and the lands to be improved under the Project and enter into an agreement with the United States (herein called the "Government") in the manner and form hereof; and

WHEREAS, the Public Agencies are legally, financially and otherwise able to enter into such an agreement and desire to avail themselves of the benefits of prosecution of the Project;

NOW, THEREFORE, BE IT RESOLVED BY the County Commissioners of Wicomico County, State of Maryland, and The Mayor and Council of Salisbury, hereinafter designated "Public Agencies:"

Section 1. That for and in consideration of development of the Airport by the Government as contemplated by the Project, the Public Agencies hereby covenant and agree with the Government

as follows:

(a) The Government shall have the right to develop the Airport as it sees fit, including the right to determine the exact nature of the improvements to be made under the Project, the manner in which the Project is to be conducted, the amount of Federal funds to be expended, and all other matters relating to the Project. The Public Agencies will cooperate with the Government to ensure prosecution of the Project without interference or hindrance, and agree to permit the agents and employees of the Government, and all persons authorized by the Administrator, to enter upon, use, and occupy the Airport as the Administrator may deem necessary or desirable in connection with the conduct of the Project.

(b) The Public Agencies agree to indemnify and save harmless the Government against and from any and all claims and damages which may arise from or in connection with the carrying out of the Project, excepting claims for materials furnished or work performed pursuant to authority given by officers, employees, or agents of the Government.

(c) It is understood and agreed that all improvements made under the Project shall be the sole and absolute property of the Public Agencies, except where specifically agreed otherwise, in writing, prior to the undertaking of the improvement or installation in question.

(d) The Public Agencies agree that, continuously during the term of this agreement, the Airport will be operated as such, and for no other purpose, and that unless utilized exclusively for military purposes, it will at all times be operated for the use and benefit of the public, on reasonable terms and without unjust discrimination, and without grant or exercise of any exclusive right for use of the Airport within the meaning of Section 303 of the Civil Aeronautics Act of 1938.

(e) The Public Agencies agree that they will at all times during the term of this agreement maintain in good and serviceable condition and repair the entire landing area of the Airport and all improvements, facilities, and equipment which have been or may be made, constructed, or installed with Federal aid, including all improvements made under the Project, other than facilities and equipment owned by the Government.

(f) Insofar as is within their powers and reasonably possible, the Public Agencies will prevent any use of land either within or outside the boundaries of the Airport, including the construction, erection, alterations, or growth, of any structure or other object thereon, which would be a hazard to the landing, taking-off, or maneuvering of aircraft at the Airport, or otherwise limit its usefulness as an airport.

(g) In order to protect the rights and interests of the Government under this resolution, the Public Agencies agree that they will not enter into any transaction which would operate to deprive them of any of the rights and powers necessary to perform any or all of the covenants made herein, unless by such transaction the obligation to perform all such covenants is assumed by another public agency.

Section 2. That the Public Agencies hereby warrant and represent to the Government as follows:

(a) That the Public Agencies have title in fee simple to all lands comprising the landing area of the Airport and to all lands to be improved under the Project, which lands are shown on the sketch attached hereto as part of Exhibit A, excepting however, the graveyard and roads which are outside the limits of the Airport, and that said lands are held free from any liens or encumbrances.

(b) That the Public Agencies have the power and authority

to adopt this resolution and to perform all of the covenants contained therein;

(c) That the Public Agencies are financially and practically able to perform all of the covenants contained in this resolution;

(d) That there is no pending or threatened litigation or other legal proceeding, and no material and relevant fact, which might adversely affect the prosecution of the Project, the operation of the Airport, or the performance of any of the covenants contained in this resolution, which has not been brought to the attention of the Administrator;

(e) That the Public Agencies have complied with all requirements of law in adopting this resolution.

(f) That such of the above representations and warranties as involve questions of law are made upon the advice of the Attorney and the City Solicitor of the Public Agencies, whose certificate as to such matters has been previously delivered

to the Public Agencies and is annexed hereto and made a part hereof, as Exhibit A.

Section 3. That the Attorney and City Solicitor be and they are authorized to furnish the Administrator such legal and factual information relative to the Airport, the Project, and this resolution as he may reasonably request.

Section 4. That Sections 1 and 2 of this resolution shall become effective upon the award of any construction contract for any portion of the Project or the inauguration of any portion of the Project under force account, and shall continue in full force and effect during the useful life of the improvements made under the Project.

Section 5. That two certified copies of this resolution be sent forthwith to the Administrator, through the Regional Manager of Civil Aeronautics.

Executed in quadruplicate this 21st day of
January, A.D., 1942.

AS WITNESS the corporate seal of the County Commissioners
of Wicomico County, State of Maryland, a body politic and
corporate of the State of Maryland, and the signature of
William F. Messick, President thereof, attested by Elva M.
Harrington, Acting Clerk thereof, and the corporate seal of
The Mayor and Council of Salisbury, a municipal corporation
of the State of Maryland, and the signatures of I. Virgil
Hitchens, Mayor thereof, and John E. Morris, President of
the Council of Salisbury, attested by Wade H. Insley, Jr.
Clerk of Salisbury.

ATTEST:

Elva M. Harrington

Acting Clerk of the County
Commissioners of Wicomico
County, State of Maryland.

W. F. Messick

President of County Commissioners
of Wicomico County, State of
Maryland.

I. Virgil Hitchens
Mayor of Salisbury.

Wade H. Insley, Jr.
Clerk of Salisbury.

John E. Morris
President of the Council of
Salisbury.

EXHIBIT A.

CERTIFICATE OF ATTORNEY
AND CITY SOLICITOR.

We, Carroll E. Bounds and Charles J. Potts, the duly appointed and qualified Attorney to the County Commissioners of Wicomico County, State of Maryland, and City Solicitor of The Mayor and Council of Salisbury, respectively, having read the proposed resolution heretofore submitted to the Public Agencies by the Administrator of Civil Aeronautics, the adoption of which is required as a condition precedent to the development of the Salisbury-Wicomico County Airport, do hereby certify:

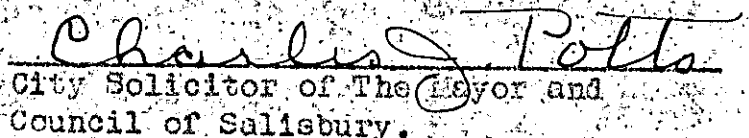
1. That the Public Agencies have title in fee simple to all the lands comprising the landing area of said Airport and to all the lands to be improved under the Project mentioned in said resolution, which lands are shown on attached sketch, excepting however, the graveyard and roads which are outside the limits of the Airport, and that said lands are held free from any liens or encumbrances.

2. That the Public Agencies have the power to adopt said resolution and to perform all of the covenants and conditions contained therein.

3. That there is no pending or threatened litigation or other legal proceeding which might adversely affect the prosecution of said Project, the operation of said Airport, or the performance of any of the covenants contained in said resolution.



Attorney to the County Commissioners
of Wicomico County, State of Maryland.



City Solicitor of The Mayor and
Council of Salisbury.

CERTIFICATE OF CLERK OF THE
MAYOR AND COUNCIL OF SALISBURY.

I, Wade H. Insley, Jr., the duly elected, qualified and acting Clerk of Salisbury, do hereby certify that the foregoing resolution was legally adopted at a meeting of The Mayor and Council of Salisbury, duly held on the 21st day of January, 1942, and that said resolution has been compared by me with the original thereof on file in my office and is a true copy of the whole of said original.

IN WITNESS WHEREOF, I have unto set my hand and the seal of The Mayor and Council of Salisbury this 21st day of January, A.D., 1942.

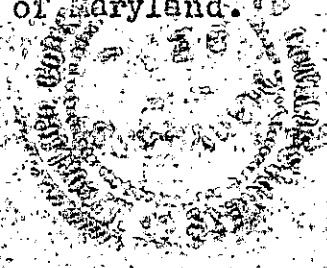
Wade H. Insley, Jr.
Clerk of Salisbury.

CERTIFICATE OF ACTING CLERK TO THE
COUNTY COMMISSIONERS OF WICOMICO
COUNTY, STATE OF MARYLAND.

I, Elva M. Harrington, the duly appointed Acting Clerk
to the County Commissioners of Wicomico County, State of
Maryland, do hereby certify that the foregoing resolution
was legally adopted at a meeting of the County Commissioners
of Wicomico County, State of Maryland, duly held on the
21st day of January, 1942, and that said resolution
has been compared by me with the original thereof on file in
my office and is a true copy of the whole of said original.

IN WITNESS WHEREOF, I have unto set my hand and the
seal of the County Commissioners of Wicomico County, State
of Maryland, this 21st day of January, A.D., 1942.

Elva M. Harrington
Acting Clerk to County Commissioners
of Wicomico County, State of Maryland.



Salisbury, Maryland
January 21, 1942

SPECIAL MEETING

A Special Meeting of the County Commissioners was held on Wednesday, January 21st, at 4:30 P.M., pursuant to call by President Messick. Members of the Board present were: President Messick and Commissioners W. Lee Allen, Elijah R. Ennis and Henry S. Todd, Jr.

The Board held a joint meeting with the Mayor and Council of Salisbury for the purpose of reviewing and signing a revised Resolution constituting Agreement to be forwarded to the Civil Aeronautics Authority.

After consideration and upon motion by Mr. Allen, seconded by Mr. Ennis, and adopted by unanimous vote, President Messick was authorized to execute on behalf of the County Commissioners and jointly with the Mayor and Council of Salisbury the following Resolution which is attached hereto.

Upon motion by Mr. Allen, seconded by Mr. Todd, and unanimously passed, it was agreed that Mr. Carroll E. Bounds, Attorney to the Board, be authorized to file and record in the office of the Clerk of Court the eight Deeds which have been obtained from the owners of the properties embraced in the area of the proposed Salisbury-Wicomico County Airport, and to obtain from the Clerk the necessary certified copies of each of the said Deeds to be furnished to the C.A.A.

Upon motion by Mr. Todd, seconded by Mr. Ennis, the Commissioners agreed to ^{share} ~~pay~~ one-half of the costs with the Mayor and Council of Salisbury for recording of the Deeds, State revenue stamps, certified copies, etc., necessary the start the Airport project. Therefore, the Commissioners authorized the issuance and payment of a Voucher in the amount of \$ 39.65, as their proportionate part of the above mentioned costs.

Similar motions were offered and passed by the Mayor and Council of Salisbury.

No further business to be transacted, the Board adjourned at 5:30 P. M.

John E. Morris.

CITY HALL - SALISBURY, MARYLAND - JANUARY 26, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, January 26 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin Hayman, and Claude E. Russell.

1. The minutes of January 19 were read and approved by a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
2. The minutes of the special meeting of January 21, 1942 were read and approved by a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
3. The City Solicitor informed the Mayor and Council that the Clerk of Court had failed to charge them for recording one deed in the last lot presented for the airport and that he had recently given him a statement for \$5.00 to cover this recording fee.
4. By a motion duly offered, seconded and passed, the Treasurer was instructed to draw a voucher for one-half of the \$5.00 recording fee to be charged to the airport account.
4. The Clerk presented a request from Mr. L. F. Roberts for a refund on his restaurant license fee of \$10.00. Mr. Roberts made the request saying that he had asked for a refund before the license was finally issued.

Upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed, the Treasurer was authorized to make the refund because of the above mentioned circumstances.

5. A letter from Mr. C. Custis Cartwright dated January 23 came to the attention of the Mayor and Council. The letter requests replacement of a sidewalk at the corner of Parkway and Glen Avenue in Glen Haven which was torn up while placing a new curb and gutter on Glen Avenue.

A motion was duly offered, seconded and passed authorizing the City Engineer to repair the damaged sidewalk.

6. A statement of income and disbursements of the Parking Meter and Traffic Fund, October 1, 1941 to December 31, 1941, inclusive was presented to the Mayor and Council.

After its review, a motion was offered, seconded and duly passed instructing the Treasurer to open a new account in the Salisbury National Bank for a part of the Sinking Fund deposits.

7. The Harbor Master, Mr. F. L. Insley, reported that Mr. Weisner had asked for bids on the repair of his water-front property and that he assumed the repair would be taken care of shortly.



January 26, 1942

He further reported that Mr. Widner of the State Conservation Commission expected to make a final inspection of the oyster beds down the river in about a month and that he would have nothing further to report until that time.

He reported also that he was making another inspection of the waterfront property on the south prong of the river.

8. The Chief of Police presented his weekly daily report with his consolidated monthly reports which were all ordered accepted and filed upon a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed.
9. Mr. Murray C. Walston came before the Mayor and Council with an offer to buy the standing timber on the recently purchased airport property together with any surplus buildings they had to offer.

The President of Council speaking for the Council informed Mr. Walston that he could give the proposition to the City Engineer who was authorized to accept it and to bring it to them for later review.

10. Mr. Clarence Bailey appeared before the Mayor and Council in support of a request he had made for water and sewer service from the recently extended high school lines on East Church Street Extended.

After the President explained the tapping charges and the cost he informed the Council that he was not interested at this time.

11. Mr. Furman Richardson and Mr. Milford Twilley came before the Mayor and Council to request the use of the City's motor grader for grading their new property on the new Snow Hill Road.

The Mayor and Council approved the rental of the machine at the rate of \$5.00 per hour from the time it left the barn until the time it was returned subject to a prior deposit of \$50.00 for its use. Any unused portion of the \$50.00 would be returned.

12. The Building Inspector, Mr. Harry Hastings, presented a request from W. B. Tilghman Company for a permit to erect a 3,500 gallon storage tank for kerosene on the property on Fitzwater Street at the site of the recently erected gasoline storage tank.

A motion was made, duly seconded and passed, authorizing the preparation of an ordinance to provide for the permit after a detailed plan had been presented to the Building Inspector. The ordinance was to stipulate that the diking or earth fill about the tanks should be capable of holding 110% of the



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capacity of the tank. A motion further provided for the advertisement of the ordinance after the above mentioned conditions had been complied with.

13. Vouchers No. 17316 to 17362 inclusive were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed.
14. The weekly dog report for the week ending January 24 was presented, ordered accepted and filed.
15. The City Treasurer brought a request in behalf of Marian Powell asking for a decrease in their property west of North Division Street at the overhead bridge. The request was made on the basis that the property was farm acreage of more than 5 acres and was not subject to tax since it was tilled as such.

The Mayor and Council instructed the Treasurer that it was not evident that it was being tilled as farm property and therefore could not be decreased as such.

16. The Treasurer reported to the Mayor and Council that the Salisbury By Pass account No. 1 (the City's share) and No. 2 (the State's share) had been completely checked out and that no balance remained and that there remained approximately \$3,000 in the By Pass Highway Utility Bonds Account of 1941.
17. The City Solicitor, Mr. Potts, reported that all of the buildings from the By Pass right-of-way were now removed with the exception of one building sold to Mr. Theis.

Councilman Russell called Mr. Theis by phone in the matter and Mr. Theis advised Mr. Russell that it would be moved Tuesday January 27.

The City Clerk was instructed if the house was not moved by Tuesday evening to write Mr. Theis and inform him that if the house were not moved by Saturday evening he would forfeit all right to the building and the City would take possession and immediately move it. The letter was to be written upon the advice of the City Solicitor.

18. The City Solicitor advised the Mayor and Council that Mr. Edgar Holloway requested him to bring his offer of \$50.00 for the remaining buildings on the George P. Heath tract of the airport property.

The Mayor and Council accepted the offer and authorized the City Engineer to convey the advise to the County Commissioners and informed them that if it were satisfactory to them, Mr. Gardner was authorized to accept the offer.

19. Mr. Charles Potts, the City Solicitor, presented an agreement

Jem.

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offered by the Nock Construction Company between it and W. W. Gavin in the amount of \$650.00 for repairing his waterfront property which the Nock Construction Company requested the City to sign.

The City Solicitor at the same time presented his version of an agreement which he had prepared in behalf of the City which stated in part that the City would agree to pay one-third of the cost of the construction of the wharfing not to exceed \$200.00. The Council informed Mr. Potts that they should proceed along the original lines and the first agreement offered was not in accord with their idea.

20. The City Solicitor presented a letter from the State of Maryland in connection with that part of the money they had deposited with the City to purchase the By Pass right of way. The letter requested that as soon as all expenditures of their funds were completed were used, a detailed statement of all payments made from that fund together with a detailed statement of all expenditures made from the City's share (which means our By-Pass account No. 1 and 2). The City Treasurer was authorized and instructed to comply with the State's request.

21. The City Solicitor presented a preliminary draft of the new ordinance he was preparing covering blackout rules and requested advise from the Mayor and Council on penalties for the various violations and any other comments or additions they wished to make.

The Mayor and Council gave him recommendations in the matter.

22. Decreases No. 999 to 1007 were reviewed by the committee of Councilman Howie and Hayman and approved and offered to the Council as a whole and were approved and ordered signed by a motion presented by Councilman Hayman, seconded by Councilman Gardner and duly passed.

23. The City Engineer presented a proposed sub-division by Mr. Sherman Townsend for a tract of land lying outside of the City limits in a triangular form by East Vine Street and the new Snow Hill Road which lies on the east side of the Snow Hill Road. Mr. Townsend requested the City's approval. Upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed, the Building Inspector was ordered to establish a building line on the proposed area and ordered to approve it subject to a change in the lot lines which they authorized the City Engineer to make and further authorized the Clerk to sign the said plat for the Mayor and Council. after all of the above conditions had been made together with the deeding of the part of the triangular piece of the new Snow Hill Road and East Vine Street to the Mayor and Council in order to round the curve.

JEM.

January 26, 1942

24. The Superintendant of the Water Department, Mr. Gardner, presented his financial report on the operations of the municipal water department for the month of November 1941 which was ordered filed and accepted.
25. The City Engineer presented an agreement between the Mayor and Council of Salisbury, a municipal corporation of the State of Maryland, and the Standard Oil Company of New Jersey, a body corporate of the State of Delaware, which agreement grants in part the privilege and right to the Standard Oil Company to maintain and operate three pipe lines for the distribution of petroleum and its derivatives under and below the right of way of the present proposed Salisbury By Pass, etc. contingent upon the payment of the sum of \$25.00 on or before the first day of April of each year as a yearly rental for these rights and privileges.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, the Mayor I. Virgil Hitchens and President of Council John E. Morris were authorized to sign the said agreement in behalf of the City.

26. The City Engineer presented an application for sewer and water service on Park Avenue in the Oaks signed by Cleary and Donald Baysinger. A motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed authorizing the City Engineer to extend the sewer 60 feet additional at the City's expense and that all extensions beyond that point should be at Cleary and Baysinger's expense at the rate of \$1.00 per foot.
27. The City Engineer presented a report of the executive committee of the Wicomico County Counsel of Civilian Defense on air-raid sirens. They presented two plans, one for the use of five sirens and one for the use of seven sirens. The executive committee has requested the purchase of seven sirens to be placed about the City to be controlled by one push button control. The following bids were at the same time submitted on air-raid sirens:
- Federal Electric Company of Philadelphia - \$215.00
2 h.p., 220 volts; push button starter, \$5.00 extra.
- Graybar Electric Supply Company of Baltimore - \$215.00
less 10% discount; 2 h.p., 220 volts.
- Nevins Todd, representing American LaFrance - \$215.00
less 10%; 2 h.p., 220 volts.
- Councilman Gardner offered a motion which was duly second and passed authorizing the purchase of seven sirens as selected and approved by the County Commissioners. The motion at the same time provided that the City would pay 50% of the total cost of purchase and installation.

28. The City Engineer presented a letter from the State Road
- JEM.*

Commission asking for instructions in the location of a drainage pipe which would be necessary to place under the fill for West Road. They presented two plans on the placing of drains along the ditch line and another by relocating the ditch to make it close the fill at right angles.

Because of the difficulty of securing any further right-of-way the Mayor and Council found they would have to use it as drainage line.

29. Upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed, the Mayor and Council approved and ordered from J. I. Holcomb Manufacturing Company, 437 11th Street, New York City, two thousand pounds of Sherbro bass, 26 inches in the amount of \$460.
30. The City Engineer informed the Mayor and Council that Dr. Sembly together with his attorney, Judge Duer, had agreed to accept \$500 in satisfaction of their claim on the By Pass right of way.

Upon a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed, the Treasurer was authorized to draw a voucher to the order of Dr. Sembly for \$50.00 in accord with the previous resolution recorded in the minutes.

31. Mr. Herbert Renshaw forwarded a proposal for the purchase of an old grader now located at the dump for the sum of \$20.00.

The Mayor and Council found that they were not in a position at the time to accept the offer.

32. The City Engineer presented a request from Mr. W. T. Hubbard, 110 Liberty Street, for the relocation of sidewalk depression which was now lower than the new curb and gutter recently placed.

The Mayor and Council found that they were unable to remedy the situation.

33. The City Engineer informed the ^{Carrol} Council that the W.P.A. laborer now engaged in work on ~~Carroll~~ Street was likely to be moved at any time to the airport project and recommended the use of a bull dozer to complete the work which he could secure from the W.P.A.

A motion was introduced by Russell, seconded by Councilman Gardner and duly passed authorizing the City Engineer to have the bull dozer moved from Snow Hill and to pay whatever charges were incurred and to hire an operator for the machine.

JAM.

January 26, 1942

34. The Council President John E. Morris reported on the sale of the shipyard and informed the Council that it would probably soon be operating again. He felt it was now time for the Mayor and Council to complete the agreement and construct the curb and gutter about the property as soon as possible.
35. The City Engineer informed the Mayor and Council that the W.P.A. was calling a conference with the City, the County Commissioners, and the Civil Aeronautics Authority in Baltimore at the Baltimore Trust Building, Wednesday or Thursday, the 28th or 29th, and requested a representative of the Council.

The Council wanted all those who could to arrange for the trip.

36. The City Engineer reported he had some calls requesting the use of the tennis courts at the Water Department in the City Park and asked for instructions.

The Mayor and Council instructed him that the courts in the interest of safety should be closed for the duration.

37. The City Engineer presented a resolution from the County Council of Civilian Defense relative to the duties of the Financial Division to disburse City/County funds appropriated to them. The resolution was read and ordered ~~filed~~ *passed* by the President of Council upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed. A copy was ordered to become a part of the minutes.
38. The Clerk was ordered to bring to the attention of the Council at their next meeting with the County Commissioners the request of the V. F. W. for new uniforms.
39. The City Solicitor informed the Mayor and Council that it would be necessary to prepare new registration books for the registration this spring, and recommended that the matter be looked into immediately.

with Mayor
The President of Council appointed the following as a committee to look into the matter and to make recommendations on the form of new books and report back to the Council. The committee is composed of Mr. John L. Morris, Mr. Lee Collins, Mrs. Nellie Guthrie, Councilman Werner T. Gardner, Councilman John Howie, City Solicitor Charles Potts, and the Clerk of Council. The Clerk was instructed to arrange for a meeting of the committee at 8:00 Friday evening, January 30 in the Clerk's office, City Hall. *together with the Mayor.*

40. The Mayor informed the Council of the number of request he had recently for the replacement of Bell Street light. After considerable discussion the Council found they were unable at this time to do anything toward its replacement.
41. The Mayor advised the Council that he had received a request
- JEM.*

Minutes of the Mayor and Council

Page #8

January 26, 1942

from a Mrs. Holden on Hazel Avenue for the plowing of a part of the Henry Roberts land on the By Pass to be used as garden plots. The Mayor and Council found they were unable to assist in the matter.

There being no further business, the Council adjourned at 12:00.

APPROVED:

2/2/42
Date

John E. Morris
President of Council

W. H. Dudley
Clerk

RESOLUTION

WHEREAS, at a joint meeting of The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, a chart covering the organization of the Wicomico County Council of Civilian Defense was presented and approved on December 22, 1941;

WHEREAS, the chart provided for certain appointments and specific divisions of a local organization of Civilian Defense under Mr. Brady J. Dayton, as Director;

WHEREAS, one of the specific divisions was designated as Finance under Mr. John W. Downing, as Chairman;

WHEREAS, the duties of the Finance Division are to disburse City/County funds, appropriated by the Mayor and Council of Salisbury and the County Commissioners of Wicomico County for Civilian Defense purposes, together with any other contributions received, upon purchases approved and expenditures authorized by Mr. Brady J. Dayton, Director, and/or Mr. Clarke Gardner, Assistant Director.

THEREFORE, BE IT RESOLVED, that Mr. Brady J. Dayton, Director, and/or Mr. Clarke Gardner, Assistant Director, of the Wicomico County Council of Civilian Defense, authorize expenditures and approve all purchases in connection with Civilian Defense Activities in Wicomico County.

BE IT FURTHER RESOLVED that Mr. John W. Downing, Chairman of the Finance Division, be authorized to disburse all funds appropriated by the City and County Governments ^{or other sources} upon approval of the Director and/or Assistant Director of the Wicomico County Council of Civilian Defense.

AND BE IT FURTHER RESOLVED That copies of this Resolution be forwarded to Messrs. John W. Downing, Brady J. Dayton and Clarke Gardner.

WITNESS our hands and seals this 27th day of January, 1942 --

Attest:

Edna M. Harrington

Attest:

W. S. H. D. D. J.

County Commissioners of Wicomico County,

D. A. Musser, President

The Mayor and Council of Salisbury,

John E. Morris, President

STATEMENT OF INCOME AND DISBURSEMENTS

PARKING METER AND TRAFFIC
October 1, 1941 to December 31, 1941 inclusive

Balance on Hand, September 30, 1941 -\$1,039.64

INCOME

Parking Meter Collections	\$2,991.75	
Parking Fines	822.00	
Loans Payable	<u>1,500.00</u>	
Total Income		<u>5,313.75</u>
		<u>\$4,274.11</u>

DISBURSEMENTS

Salaries	\$2,287.08	
Repairs and Parts to Meters	77.60	
Street Signs	166.40	
Electric Traffic Lights & Current	236.14	
Street Markings and Supplies	27.69	
Stationery, Printing & Supplies	116.44	
Radio	<u>738.30</u>	
Total Disbursements		3,649.65

Balance on hand and in Bank, December 31, 1941 624.46
\$4,274.11

CITY HALL - SALISBURY, MARYLAND - JANUARY 30, 1942

A special meeting of the Mayor and Council was held at the City Hall Friday night January 30 at which were present Mayor I. Virgil Hitchens, Councilmen W. T. Gardner, Albin A. Hayman and John G. Howie.

1. The meeting was called in order to approve three vouchers Nos. 17373 to 17375 inclusive for the redemption of bonds and bond coupons due February 1.

Councilman Gardner offered a motion which was seconded by Councilman Howie to approve the three vouchers and ordered them signed by the President and Treasurer.

There being no further business, the meeting adjourned.

APPROVED:

DATE

2/2/42

John E. Morris
W. T. Gardner
clerk.

CITY HALL - SALISBURY, MARYLAND - JANUARY 30, 1942

A committee of the Mayor and Council composed of Mayor I. Virgil Hitchens, Councilmen W. T. Gardner, Albin A. Hayman and John G. Howie met with a committee appointed by the President of Council composed of Mrs. Nellie Guthrie, and Mr. Lee Collins for the purpose of reviewing the City's registration books and making recommendations for changes in new books which are to be prepared.

1. Mr. John L. Morris who was invited as a member of the committee was unable to attend and forwarded his opinions in the matter in written form. A copy of this is attached.
2. After some discussion sentiment sifted down to the fact that the major changes should be in the number of pages to each letter of the alphabet. A review was made of the books and the greatest number of pages used per letter were found to be as follows:

A - 3	J - 3	ES - 6
B - 7	K - 2	T - 5
C - 6	L - 7	U - 1
D - 5	M - 6	V - 1
E - 2	N - 2	W - 8
F - 3	O - 1	X - 1
G - 4	P - 7	Y - 1
H - 8	Q - 1	Z - 1
I - 1	R - 4	Mc - 1

The joint committee unanimously agreed that this matter could be taken care of if the number of pages for each letter were increased as follows: (1) increase the number of pages in each letter of the alphabet using more than 4 pages by the addition of 2 new pages; (2) increase the number of pages in each letter of the alphabet by one for those using less than 4 pages.

3. After some other general discussion the committees found that this was the only change they saw could be made but recommended that immediate action be taken on the printing since they had to be in use for the last Monday in March.

There being no further business this group adjourned.

APPROVED:

Date

John E. Morris

Changes and Suggestions in City Election
Laws and Registration Books

1. New Registration

This is the first thing to be considered. Until there is a new registration, it will be futile to inaugurate any changes either in the Books or the Laws.

2. When a new registration is going to be held, new Books should, of course, be provided. Because of the great number of people registered in each district, some letters in the alphabet, such as "H", "M", and "W", have a great many pages of names. It is, therefore, recommended that any letters that it is expected that will have more than three (3) pages of names should be sub-divided. For instance, take the letter "H". It may be found that there will be five (5) or six (6) pages. If so, there should be a sub-division for the letter "H", putting, for instance, "Ha", "He", and "Hi" in one division. All of the ^{other} names under the letter "H" in another division.

3. I do not know what authority the City of Salisbury has in the matter of Election Laws, but presuming it has full power, I would suggest following a plan set up in some of the counties of the State as follows:

Semiannually the director of the local Health Department certifies to the Board of Election Supervisors the names of all people who have died during the preceding six (6) months. Such names are then promptly stricken off the Election Books by the Supervisors. The Clerk of the Court certifies to the Board the names of all persons convicted of crimes that would disfranchise them, and such names are stricken off the Books by the Board.

In addition, all those who do not exercise the right of franchise at a primary, at a general election, or a special election for two (2) consecutive election years, are sent a notice that their names are being stricken from the books and that they will have to register before voting again.

I regret very much that I cannot be present at the meeting tonight, but would be very glad to go further into any of the above suggestions at any time.



J. L. Morris
John L. Morris

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 2, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, February 2 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin Hayman, and Claude E. Russell.

1. The Building Inspector, Mr. Hastings, made a report to the Mayor and Council that he had investigated the cost of a twelve ounce duck cover for the Council table and found it to be \$12.00. The Council took it under consideration and instructed him to also secure prices on a glass cover in two sections together with sponge felt to place under the glass.
2. The Building Inspector reported a request for a building permit from Mr. Lem Cannon on South Division Street for a permit to construct a small house in the rear of his residence.

The Council discussed the matter and the President of Council appointed a committee composed of Councilmen Gardner, Russell and City Solicitor Potts to look into the matter and report back to the Council.

3. The Building Inspector's report for the month of January was presented and showed permits for construction issued in the amount of \$37,580.

The Building Inspector also presented a recommendation for the use of policemen about the oil properties on Lake Street and Mill Street. The letter was received and thoroughly discussed and he was authorized to take back the advice that the Council would be willing to help in the matter so far as they could but it had already been established as a matter of policy that they could not employ policemen for the protection of private property.

The recommendation further suggested the use of a concrete wall about the water plant. This matter was referred to a committee named by the President consisting of Building Inspector Hastings and City Engineer Gardner for the investigation and report.

4. The Plumbing Inspector, Mr. White, presented his January report showing eighteen plumbing permits issued and \$43.75 collected as plumbing permit fees together with a report of his other activities which were both ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Gardner.
5. The Fire Chief, Walter B. Disharoon forwarded a request for a \$50 check on his salary account.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, the Clerk was directed to draw a voucher to be signed by the Council President.



Minutes of the Mayor and Council

Page #2

February 2, 1942

6. A letter from Mr. W. Edgar Porter came to the attention of the Mayor and Council asking for a change in the parking situation in front of the two-car garage which he occupies in the rear of the Whealton building on Camden Street.

The matter was brought to the attention of the Police Chief and after some discussion it was ordered referred to the Traffic Commission for joint study and recommendation with the Police Chief.

7. The Mayor and Council received an invitation from the Salisbury Fire Department to attend an oyster and pig roast Wednesday evening, February 4, 1942.
8. The Police Chief Chatham presented his weekly daily report which was ordered accepted and filed.

He also presented an invitation from the F. B. I. to attend a meeting in Pikesville, Maryland, during February. He added further that he understood the same meeting would be held in Dover and it might be easier to attend the one there. The Council referred the matter to the Mayor and advised the Chief to act on his decision.

The Police Chief informed the Council that he was receiving numerous calls relative to the information asked by several persons identifying themselves as collectors of information for a directory. He informed the Council that his investigation so far proved that they were what they represented themselves to be and unless authorized by the Council would allow them to continue.

The Chief presented a request for two no parking signs in front of Ulman's New Theater on Main Street. The Council found that since the entire south side of the street was already a no parking street they could not justify placing two signs at that particular point.

The Chief asked for instructions and advice on deputizing air raid wardens. The City Solicitor at the request of the Council gave his opinions of the City's responsibility in this connection. The Council took no action in the matter.

9. The City Solicitor presented Ordinance No. 475, an ordinance authorizing and directing the Clerk of Salisbury to issue a permit to the William B. Tilghman Company, Inc. and etc., in accordance with his application, etc., for a vertical kerosene storage tank of 3,500 capacity, etc., on Fitzwater Street.

The Ordinance was read and upon a motion offered by Councilman Howie, seconded by Councilman Haymand and duly passed

JEM

February 2, 1942

was approved for its first reading and ordered advertised and posted and a sign posted on the property.

10. The Clerk presented a request of Miss Helen Ulman for a refund on her license fee for her year 1940. The request was based on the fact that her motion picture establishment burned during the year and she was unable to use the property or the privilege. The Council referred the matter to the City Solicitor and requested a report for the following meeting.
11. The Mayor brought to the attention of the Council the matter for new registration books. Councilman Gardner advised the Council of the recommendation of the committee in the matter. Councilman Gardner offered a motion which was seconded by Councilman Hayman to place the order immediately for six registration books in accord with the committee's recommendations which are part of the minutes of January 30.
12. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed instructing the Clerk to write Mr. Alfred E. Truitt, Chairman of the committee recently appointed to investigate the possibilities for new industries in Salisbury and to ask him to present a report for the next weekly meeting of February 9.
13. The City Engineer presented the Council with a letter from the office of Civilian Defense signed by L. D. Gasser, Major General U. S. Army, Board for Civilian Defense. The letter informed the City Engineer that the office of Civilian Defense would not participate in the cost of air raid sirens.
14. The City Engineer reported on a conversation with the Chairman of State Road Commission during his recent visit to Baltimore. The Chairman Mr. Wittman advised him that the By Pass work would be started as soon as the City gave them the advice that they were ready.

He also advised Mr. Gardner that Route 13 was now designated a defense highway.
15. The City Engineer reported on the results of his meeting with G. A. A., W. P. A. and the U. S. Army in Baltimore.

He also brought to the attention of the Council the matter for additional engineering help and advised them that he had requested aid from the State Road Commission in Baltimore and they had advised him that it was possible Mr. Morrisson, the Salisbury man, might be able to give him some assistance. Mr. Morrisson advised him that he could lend him four engineers for assistance in the airport work for a short time at the rate of \$1.00 per hour per man.



February 2, 1942

Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, the City Engineer was authorized to secure this assistance for the preparation of the airport plans.

The Mayor and Council felt that a letter should be written to the State Roads Commission, a copy for Mr. Morrisson of Salisbury, thanking them for their offer of assistance in completing the airport engineering.

16. The City Engineer reported on a meeting by the County Commissioners and the City Council relative to ceremonies for breaking ground in the new airport, he informed the Council that the Governor Herbert R. O'Connor had notified them that he could be present Friday for the ceremonies at the Field and at a mass meeting to be held in the Armory. The City Engineer further reported that arrangements were being made for a banquet in the Wicomico Hotel Friday night February 7 for the chairmen of various defense committees, the City and County officials with their guests.
17. The superintendant of the Water Department presented his financial report on the operations of the municipal water department for the three months ending December 31, 1941, together with a financial report on operations of the Water Department for the month of December. Both reports were ordered accepted and filed.
18. The City Engineer presented a request from the Citizen's Gas Company for a permit to construct a 1½" gas main extension on Johnson Street between Dover and Priscilla Street. The request was ordered approved and permits granted.
19. The Treasurer reported the By Pass Highway Utility Bond Account of 1941 was practically exhausted. A motion was offered by Councilman Russell, seconded by Councilman Howie and duly passed authorizing the Treasurer to pay all bills against the By Pass Utility Fund in the future from the General Fund and to so mark those expenditures.

The Treasurer was further instructed to give the Council a statement of a balance estimated to be required for completion of the By Pass work.
20. Vouchers No. 17373 to 17401 inclusive were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
21. The minutes of the regular meeting of January 26 together with the minutes of the committee's meeting of January 30 were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.



Minutes of the Mayor and Council

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February 2, 1942

22. Upon a motion offered by Councilman Russell, seconded by Councilman Haymand and duly passed the City Engineer was authorized to contract for curbing and guttering that part of Pinehurst Avenue for which payment had already been received.
23. The President of Council John E. Morris brought a recommendation to the Council that the Clerk write the Atlantic Refining Company in Baltimore and inform them that it was understood that they might be interested in the City property adjoining their tank property on Mill Street in Salisbury.

The Clerk was also instructed to write Mr. Norman Holland to the same effect.

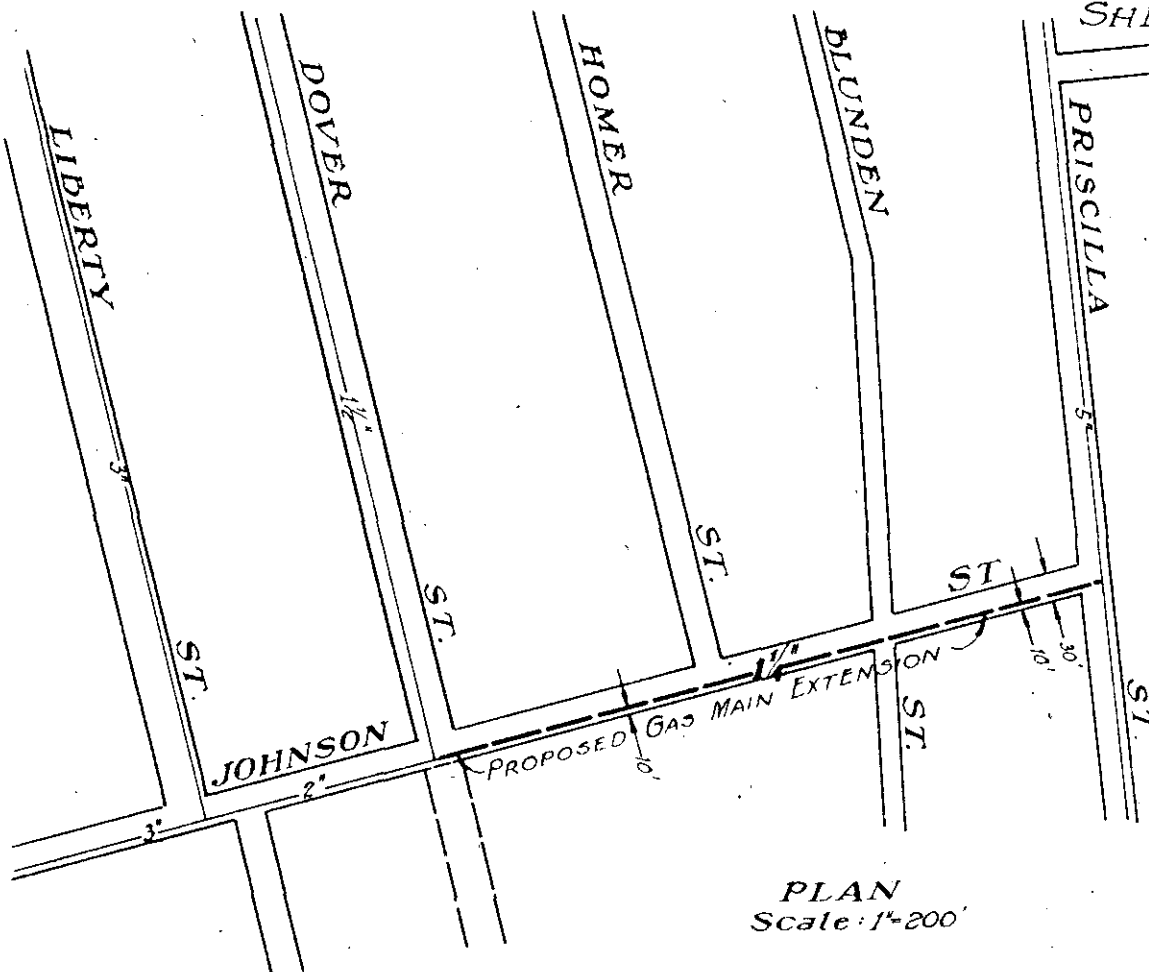
There being no further business the meeting was adjourned at 12:15.

APPROVED:

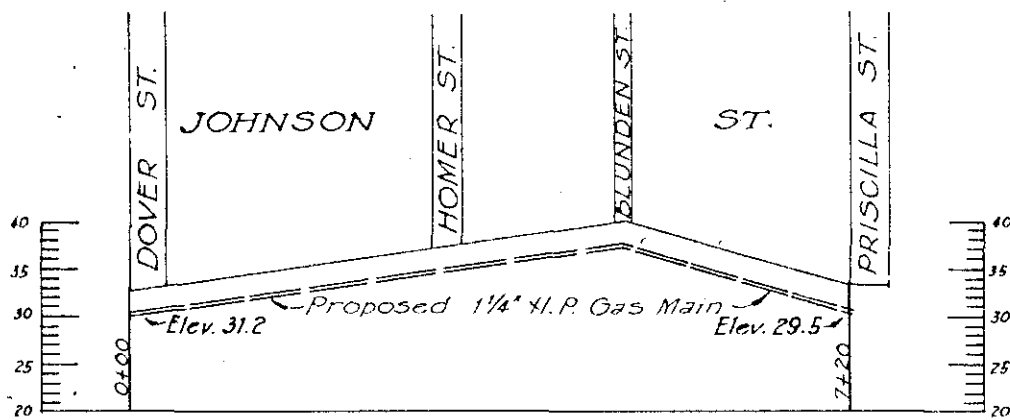
2/9/42
Date

John E. Morris
President of Council

W. A. Dingle
Clerk



PLAN
Scale: 1"=200'



PROFILE
Horz. 1"=200'; Vert. 1"=20'

CITIZENS GAS CO.
SALISBURY, MD.

PROPOSED GAS MAIN EXTENSION
JOHNSON STREET



January 30, 1942

Scale As Shown

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 9, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, February 9 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman, and Claude E. Russell.

1. Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, the minutes of February 2 were read and approved.
2. Mr. Donald H. Baysinger appeared before the Mayor and Council to inform the Council that he felt the City should furnish him sewer facilities in front of his property on Park Street at no expense to him and not at the price of \$1.00 per foot as he was recently advised.

The Council agreed to look into the matter to see if they could make any change in their policy.

3. The Harbor Master, Mr. F. L. Insley, reported he had contacted the property owners along the southern prong of the river relative to replacing their bulkheads. The Council informed him that he should now notify each owner by registered mail.

The Harbor Master requested the Clerk to furnish him with the name of a lot lying between Phillips Brothers property and the Camden Bridge.

4. The Building Inspector presented a quotation from J. Roland Johnson for two pieces of glass as a cover for the conference table. The quoted prices was \$46.84 installed, without a felt piece.

Building Inspector was asked to look into the matter further and to see definitely what could be done toward a felt piece.

5. The Chief of Police presented his weekly daily reports together with his report of gasoline consumption and parking violations which were all ordered accepted and filed upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
6. The City Solicitor, Mr. Potts presented Ordinance # 474, an ordinance relating to the national defense and prescribing rules and regulations pertaining to air raids and black outs and emergency plans involving the public peace, health and safety, defining offenses and prescribing penalties and declaring an emergency, which was read and after deleting a section marked No. 9 which read as follows:

AND BE IT ENACTED AND ORDAINED by the Mayor and Council of Salisbury that during air raid alarms all gasolene burning appliances in residences, hotels, apartments, boarding houses, lodging houses and other living quarters shall be turned off and no kerosene and coal oil lamps or candles shall be burned.



was ordered introduced for its first reading and passed as amended and ordered posted and advertised upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.

7. The City Solicitor informed the Council that he saw no objection to making a refund for the six-month period as requested by Miss Helen Ulman on her theater license. A motion was offered by Councilman Gardner, seconded by Councilman Hayman instructing the City Treasurer to grant her a credit of \$25.00 on her license fee on the next year.
8. The City Solicitor reported on his work toward the widening of Washington Street. He advised the Council that this investigation had shown him that if the City offered to lay curbing and guttering along the new widened throughfare he could secure the strip at no cost to the City. Further it was his opinion that this method would be better than condemnation proceedings.

The Mayor and Council felt also that this probably would be the best method and authorized the City Solicitor to go ahead with the work at the same time instructing the Clerk to look for the former proceedings in the matter in the minutes of approximately one year ago.

9. The City Clerk presented a letter to the Mayor and Council from the Wiconico Defense Savings Committee which requested that they put into operation with their employees the "pay roll allotment plan" for the purchase of U. S. Series E Savings Bonds.

The City Treasurer was instructed to go along with the request so far as it was possible and to so advise the committee.

It was further recommended that the members of the Council purchase a bond from their next monthly pay.

10. The City Solicitor brought the matter of the 1940 tax account in the name of Liebovitz before the Mayor and Council and explained that the 1940 assessment ^{by the State Tax Commission} together with the 1941 assessment had just been made and that since it was no fault of the above mentioned company that the assessment was just made, the Treasurer should be instructed to relieve them of any interest charges for a thirty day period after billing date.

Councilman Howie presented a motion which was seconded by Councilman Russell authorizing the acceptance of the City Solicitor's recommendation. The motion was duly passed.

11. The dog catchers report for the weeks ending January 31 and February 7 were both ordered accepted and filed.

JAM

12. A representative of a firm selling black out lamps and other items came before the Mayor and Council and demonstrated his products. He displayed a lamp and shade which retailed at the price of \$2.95 less 10% which he recommended installed at the City water plant.

After demonstration the City Engineer was authorized to purchase \$73.60 worth of fuses for the account of the Water Department, less 10%.

13. Vouchers No. 17363 to 17372 inclusive and 17402 to 17452 inclusive were all read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, except Voucher No. 17430 payable to the Eastern Shore Public Service, which bill was ordered held and investigated.
14. The City Clerk reported \$96.00 collected at the door during the recent Mayor and Council-County Commissioners banquet for the Governor.

The Clerk was instructed to secure from the Hotel the bill for the affair together with a notation of who ordered the dinner.

15. Decreases No. 1003 to 1023 inclusive were read and with the exception of No. 1018 and 1019 were approved and authorized signed and decreased upon a motion offered by Councilman Howie and seconded by Councilman Hayman and duly passed.
16. The City Engineer called the Council's attention to the necessity of beginning work shortly on the new budget which would be due in April.
17. The City Engineer informed the Council that there was a quantity of scrap iron at the City Yard which could be offered for sale.

Mr. James A. White, the Plumbing Inspector, was asked to secure bids for the sale of this material.

18. The City Engineer presented an order to the Mueller for thirty-six 3/4-inch brass plugs and twelve 1-inch brass plugs which was approved and authorized signed by the President of Council upon a motion offered by Councilman Howie seconded by Councilman Hayman and duly passed.
19. The City Engineer presented a letter received from C. Ray Hare, Secretary, Board of Trustees of the Grand Lodge of Order of Elks asking for an improvement of the right of way from South Park Drive to the club house.

City Clerk was instructed to acknowledge receipt of the letter and inform Mr. Hare that the Mayor and Council had instructed the City Engineer that the fill was to be made from time to

J.M.

time as surplus material was available for the work.

20. The City Engineer presented a letter from the C. & P. Telephone Company showing the cost of
 - (1) seven lines and seven relays for the air siren controls at the rate of \$26.00 per month with power supplied for an additional charge of \$3.50 per month, making \$29.50 per month;
 - (2) There was also submitted an alternate bid of \$19.00 for one continuous line hook-up. It was explained that the single line hook-up would fail if one point was put out of commission.
21. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed accepting the seven line hook-up subject to the joint approval by the Wicomico County Commissioners.
21. Vouchers No. 17432 which was read earlier in the evening was reread and disapproved and ordered marked void, upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
22. The City Engineer presented a request from the Arco Company for permission to photograph before and after pictures of the City's water tanks which are soon to be repainted.

No action was taken in the matter.
23. The President of the Council brought before the Council the expense to the City of the Clerk being used by the Tire Rationing Board. It was pointed out that this item of expense should be discussed with the County Commissioners with the object in mind of charging them a share of the cost.
24. The City Engineer brought Before the Mayor and Council a request by Mr. Ennis to assist him in keeping open his airport for the benefit of the community which he has been ordered to close if he can not establish a system of paid guards on the property.
25. The City Engineer brought the matter of working on hours on the new war time before the Council telling them that it would not suit all departments.

The Council instructed him that the matter would be left to the heads of each department in order that they might make their working hours suit their conditions.
26. Ticket No. 11034 issued to Mr. Hersey was presented and asked excused because of the circumstances. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed ordering the ticket excused.

Cam.

Minutes of the Mayor and Council

Page #5

February 9, 1942

There being no further business the meeting adjourned at 12:30.

APPROVED:

Date

2/16/42

John E. Morris
President of Council

Clerk

W. H. Insley

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 16, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, February 16 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, ~~Albin A. Hayman~~ and Claude E. Russell.

*Check see minutes of 2/24/42
Resolution #1.*

1. The minutes of February 9 were read and after amending Resolution 10 to read "State Tax Commission assessment just made" was approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

2. Mr. Raymond Hitch came before the Mayor and Council to see if it would be possible to have water and sewer services extended to his property just outside the corporate limits on Glen Avenue.

Upon the advice of the City Engineer he was advised that it was probably not possible to extend the sewer because of the elevation.

The Council referred the matter of water service to the Engineering Department for study and advice to Mr. Hitch.

3. The Harbor Master, Mr. Insley, presented three copies of registered letters (a copy of which is in the minutes) addressed to
Phillips Brothers
Larmor Corporation
Raymond A. Weisner

notifying them that the waterfront property must be repaired.

He presented also receipts for registered articles No. 3206-7-8 covering the three above mentioned letters for which there was a fee due of \$.51.

4. Police Chief Chatham presented his consolidated monthly report together with his weekly daily report which were both ordered accepted and filed.

The Chief presented the matter of public taxi telephones to the Council, particularly because of those of

Duffy's in front of Art Craft on Main Street, and
Cook's on Lake Street

and stated that they were causing considerable trouble to the public and to his department.

The Council recommended the matter be brought to the attention of the Traffic Commission for their advice.

5. The Mayor and Council received a letter from Dr. Thomas Williams inviting the Mayor and Council to attend a service at his church on Sunday evening, February 22.

The Mayor and Council instructed the Clerk to acknowledge receipt of the invitation and inform Dr. Williams that as many as possible would be present.



6. The Mayor and Council received a letter from Elmer C. Williams asking the City to advise him if it expected to continue West Church Street as a one-way street.

After securing the advise of the Traffic Commission which was to the affect that the change was 95% successful the Council instructed the Clerk to inform Mr. Williams that they had no idea of changing the present status of the street.

7. The City Solicitor presented Ordinance No. 475 and ordinance directing the Clerk of Salisbury to issue a permit to the William B. Tilghman Company, Inc. to construct a kerosene storage tank. Councilman Gardner introduced a motion since all property owners had been notified since the property had been advertised and posted, and no complaints received that it be approved. Councilman Russell seconded the motion and it was approved.
8. The City Solicitor informed the Council he was in receipt of a letter from Pennsylvania Railroad Company in which they acknowledged receipt of \$100 in part payment for the By Pass option and requested the balance of \$500 be forwarded.

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed instructing the Clerk to prepare a special voucher in accord with the By Pass option.

9. The City Solicitor presented two deeds from the Mayor and Council to J. Walter Mitchell and Mayor and Council to Fannie L. Gardner and Lillian Pease.

Both deeds were part of the By Pass option transactions. Motions were duly offered and passed instructing the Mayor and President of Council to sign the above mentioned deeds.

10. Councilman Gardner together with the City Engineer brought up the matter of excessive costs for flood lights at the Willow Street storage yard.

After some discussion Mr. Hastings, the Building Inspector, was instructed to procure a estimate on the placing of a street light on the street in front of the property and after its installation to have the present flood lights discontinued.

11. Voucher No. 17430 and Vouchers No. 17453 to 17502 inclusive were read and approved upon a motion made by Councilman Gardner, seconded by Councilman Hayman and duly passed.

12. Because of the necessity of talking over some very important matters with the County Commissioners before the 1942 levy was struck the Clerk was instructed to arrange a special meeting with the Commissioners as early as could be arranged.



February 16, 1942

13. The Clerk was instructed to write letters of thanks to all those people who assisted in the arrangements for the recent airport tour-dinner-public speaking arrangements.
14. Mr. Lawrence Littleton came before the Mayor and Council and offered them his resignation effective Saturday evening, February 14, 1942. The Council informed him that if he wished they would be glad to give him a letter of recommendation to anyone else for whom he might request it.
15. The Mayor, Mr. Hitchens, recommended to the Council that the City distribute about the town in designated locations piles of sand for the use of the citizens in filling air raid precautions sand buckets. He pointed out that this free distribution would probably encourage the people to secure sand for the homes.

The Council authorized the City Engineer to have this sand distributed about the City and to instruct the people that they were free to take up to four buckets.

The City Engineer also brought a recommendation before the Council to allow the people who are interested to install extra three water outlets in the residences above the first floor for use as an air raid and fire precaution.

Councilman Gardner introduced a resolution to provide for the installation of a hose outlet for this purpose at no cost during the present emergency subject, however, to the regular application and water permits. The Motion was seconded by Councilman Hayman and duly passed.

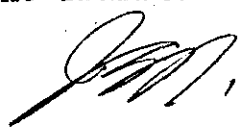
The City Engineer submitted a written report on the protection to the existing water supply system which was accepted and becomes a part of these minutes. (See attachment)

16. Mr. C. L. Dickinson, Chairman of the Traffic Commission, came before the Mayor and Council with a recommendation on the control of traffic and safety lights during air raid and black outs as follows:

A study of the problem of having the traffic and blinker lights not in operation during a blackout and the most feasible method of making that effective, leads to the recommendation to this body that a switch be installed at each light, or series of lights, conveniently placed to be operated by authorized party with a special designed key. The responsibility for the turning out of the lights to be that of the Police Department.

He also presented the following additional recommendations:

The Traffic Commission recommends that an additional



section be installed on the traffic light at the intersection of W. Main and Market Sts, facing the traffic moving East on Main Street. This section to have a lens with a green arrow pointing South or into Market Street.

The object of this light is to permit vehicles desiring to make a right turn from W. Main into Market Street while the usual red light has vehicles stopped, desiring to continue on Main Street through the traffic light.

We also recommend that the sign now situated on the North side of Camden Street near S. Division Street be moved from its present location and placed opposite the West side of the alley, or parking space, of L. W. Gunby Company and that the curb be painted red from the sign to the corner of Division Street. The sign reads "No parking here to corner."

Vehicles parking at the curb forming the intersection of Locust and Fooks Streets and the By Pass often obstruct the view of vehicles entering and leaving Locust and Fooks Streets and the By Pass. We recommend that the curb at this intersection be painted red for a distance of fifteen feet from the By Pass.

The first recommendation on switches was accepted and approved upon a motion offered by Councilman Gardner and duly passed which authorized the City Engineer to purchase the necessary switches for the P.M.&T. account provided the County Commissioners would approve one-half of the cost. *of funds are sufficient (W.H.B.) see min of 23rd*

17. The problem of parking on Lake Street during the tomato season was brought to the attention of the Council and was referred to Mr. Dickinson who was present for his consideration and recommendation.
18. The City Engineer presented a group of projects he had prepared and submitted to the Federal Works Administration for their back log of future projects.
19. The City Engineer gave a verbal report of the progress of the airport.
20. The City Engineer reported the receipt of an invitation for the City officials, their wives, the County Commissioners, together with the air raid wardens to attend a private showing of air raid pictures at the Arcade Theater Sunday March 1 at 3:00 P.M.
21. The City Engineer and City Solicitor were authorized to prepare a proposal for a municipal electric power plant for submission to the Federal Public Works Reserve upon a motion offered by Councilman Hayman, seconded by Councilman Howie and



February 16, 1942

and duly passed.

22. The City Engineer presented the following bid received from Mr. Paul Downing dated February 16, 1942 for curb and gutter and sidewalk topping as follows:

Curb and guttering for Pinehurst Avenue, approximately 1000 feet @ 80¢ per lineal foot (all labor, materials and equipment.)

Topping Glen Avenue, approximately 200 feet @ 10¢ per square foot (all labor, materials, and equipment.)

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed for authorization of the acceptance of this bid.

23. The City Engineer presented the financial report on operations of the municipal water department for the month of January 1942 which was ordered accepted and filed.

24. Bids on a bicycle for the use of the water department were submitted as follows:

Goodrich Silvertown Stores

B 72 Challenger bicycle, \$38.47, with horn, light spring forks, bicycle lock and basket.

R. D. Grier & Sons Company

Columbia bicycle with lights, rear reflector, eighteen inch frame, 26 x 2.15 tires, \$38.00; with small basket, 98¢ extra; horn, \$1.69 extra; lock, 45¢ extra.

Firestone

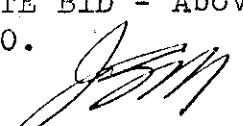
Cruiser bicycle, \$44.95; Pilot bicycle, \$34.95; with horn, \$1.49 extra; spring fork, \$5.00 extra; bicycle lock, 69¢ extra; basket, 98¢ extra.

Upon a motion offered by Councilman Hayman, duly seconded and passed, the bid was authorized accepted and awarded to the lowest bidder.

25. Councilman Gardner introduced the motion which was seconded by Councilman Russell and duly passed which authorized the City Engineer to continue a sewer line for the new dwelling of Donald Baysinger on Park Avenue. Additional extension was to be charged to the capital account.
26. The City Engineer presented a bid from Cavanaugh Motors for:

1 1935 1½ Ton 158 inch Ford truck, good tires, new rings and bearings - \$250.

AN ALTERNATE BID - Above unit with factory re-conditioned motor, \$300.



February 16, 1942

Councilman Gardner offered a motion which was seconded by Councilman Hayman authorizing the purchase of a \$300 truck for the use of the street department.

27. The City Engineer presented bids for a new truck for the use of the water department. Among those presented the following was accepted:

Donald H. Baysinger,
Model K3, International, 1 ton chassis and cab
equipped as follows:

7.00 x 16 truck type tires, oil filter, 4
speed transmission

List price.	.\$894.02
Less 10% discount	89.40
	<u>\$804.62</u>
Freight and assembling.	67.00
Net	<u>.\$871.62</u>
Charge for transferring body from Dodge pickup.	25.00
Complete price delivered	<u>.\$896.62</u>

The above purchase was approved upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

28. City Engineer presented a request from the City of Seaford for the loan of 50 lbs. of mineral lead for a short period of time.

Councilman Gardner made a motion which was seconded by Councilman Russell and duly passed to approve the loan.

29. The President of Council brought up the suggestion of securing for Salisbury and vicinity the designation as a defense area in order to enable local industries to purchase materials necessary for their maintenance and continued manufacturing. *and to also help the Government in the prosecution of the war.*
see min of 25nd Mar - #1.

Councilman Howie offered a motion that the President's recommendation be accepted and the Clerk should contact the President of the County Commissioners Association and upon the advice of the President of Council to prepare a letter to bring the matter formerly to the proper persons.

The motion was not passed. Councilman Gardner recommended that it first be taken up with the County Commissioners and action be taken after finding their reaction.



February 16, 1942

30. A letter from the Delmarvia Flying Service signed by Mr. Fred Ennis was read before the Council asking for aid in keeping his flying field open since he was ordered to have it closed by February 15.

The Mayor and Council authorized the Clerk to acknowledge receipt of the letter and advise them that they understood the Chamber of Commerce was already working on the matter and that they would be glad to assist him in any way they could and would take the matter up with the Congressmen and the Senator if he so requested.

31. The City Engineer informed the Council that he was unable to furnish side walk grades as fast as they are requested and still go on with the work need at the airport.

His report was accepted.

32. The City Treasurer brought to the attention of the Mayor and Council the need for planning for the 1943 reassessment, the cost of which should be added to the 1942 budget and work on which should be begun in the near future.

The President of Council appointed a committee of two to look into the matter and make recommendations. The committee consists of Councilmen Gardner and Howie.

33. The City Treasurer presented a letter from the Atlantic Refining Company signed by Mr. John C. Funck of the Real Estate Division at 260 South Broad Street, Philadelphia, which said that they were interested in the purchase of the Mill Street property and requested that they be given the dimensions, the ^{prospective} ~~price~~, assessed value and taxes and the asking price as early as possible.

The Clerk was instructed to reply giving them the desired information with the asking price fixed at \$11,500.00

34. The City Engineer was authorized to increase the slag order with the Pocahontas Coal Company by approximately 50 tons in order to complete the boat load at the same price.
35. The weekly dog catcher's report showing seventeen dogs picked up was presented, ordered accepted, and filed.
36. A bill from the Wicomico Hotel in the amount of \$150 was presented for dinners served to the defense committee which were ordered by Alfred T. Truitt. The Clerk was instructed to notify the Hotel manager that they would soon forward them a check for the seventy dinners which were ordered.

There was also presented a bill from Weaver's in the amount of \$12.25 for the above mentioned dinner together with a bill from the Harcum Office Service in the amount of \$23.00



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February 16, 1942

together with a bill from Donald Bowden for \$4.00 for work at the Armory. These bills were ordered held.

37. The matter of the preparation of the new budget was discussed and all departments were instructed to prepare their requirements by next week if possible.

There being no further business the meeting adjourned at 1:30.

APPROVED:

3/2/42
Date

John E. Morris
President of Council

Walter H. Dingley
Clerk

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1 _____
(Signature or name of addressee)

2 _____
(Signature of addressee's agent—Agent should enter addressee's name on line ONE above)

Date of delivery _____, 194

U. S. GOVERNMENT PRINTING OFFICE 16-12421

February 13, 1942

Larmer Corporation
E. Main Street
Salisbury, Maryland

Gentlemen:

Following up your phone conversation of several days ago with your Mr. Larmer with reference to wharf properties.

You have several bulkheads in very bad shape on the river between Camden Bridge and the Salisbury By Pass. Some of the bulkheads are out so far in the river that they are a hazard to navigation, therefore we will have to ask that you have them repaired so as to eliminate danger to boats that use that part of the river.

We hope you will give this matter your usual prompt attention thereby helping us to avoid further adverse criticism by the War Department.

Yours truly,

Harbor Master

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1

(Signature or name of addressee)

2

(Signature of addressee's agent—Agent should enter addressee's name on line ONE above)

Date of delivery _____, 194 -

U. S. GOVERNMENT PRINTING OFFICE 10-12421

February 13, 1942

Phillips Brothers
Salisbury
Maryland

Gentlemen:

Following up our phone conversation of several days ago with your Mr. Pratt D. Phillips with reference to your wharf property.

Your property on Market Street running back to the river has a bulkhead in a very bad state of repair and is dangerous to navigation on that prong of the river. If a boat should be damaged by timbers that are protruding out into the water you will be liable for her damages. We will have to ask that you make necessary repairs to the bulkhead to correct this situation.

We hope you will give this matter your usual prompt attention thereby helping us to avoid further adverse criticism by the War Department.

Yours truly,

Harbor Master

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1

(Signature or name of addressee)

2

(Signature of addressee's agent - Agent should enter addressee's name on line ONE above)

Date of delivery _____, 194__

U. S. GOVERNMENT PRINTING OFFICE 16-12491

February 13, 1942

Mr. Raymond A. Weisner
104 South Division Street
Salisbury, Maryland

Dear Sir:

Following up my conversation with you several weeks ago with reference to bulkhead along your property on the river.

It is very urgent that you make some provision to have the bulkhead repaired so as to eliminate danger to navigation and I hope this friendly warning will meet with your early co-operation.

The War Department is giving us adverse criticism on account of the several bulkheads that are in bad condition and we are hoping to avoid their taking the matter out of our hands and handling it direct.

Trusting you will give this matter your prompt attention.

Yours truly,

Harbor Master



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

February 16, 1942

The Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

In accordance with your recent request regarding protection to existing water supply, I wish to submit herewith a report containing suggestions which provide for an auxiliary water supply in the event existing sources are damaged by enemy action. Certain sections of this report are somewhat technical in description and necessarily so, because comments will be requested from the State Bureau of Sanitary Engineering which agency has jurisdiction over public water supplies in the State of Maryland.

It is a known fact that Salisbury is located in a coastal area which has been designated as "critical" because of the close proximity of certain military objectives situated in Annapolis, Baltimore, Washington and other nearby cities. Enemy aircraft may attempt the bombing of such cities and in so doing there is a possibility of being intercepted in this area. In view of these possibilities a survey of the existing water supply pumping stations and distribution system has been undertaken and certain definite conclusions have been reached. While the actual bombing of our city and its environs may never occur, it is well to consider some practical means of providing an adequate supply of good quality water that would be available under such circumstances.

In reviewing the past experiences of other countries, it is noted that enemy bombers usually attempt the simultaneous destruction of vital communication centers, power stations and public water supplies, which generally include dams, reservoirs, pumping stations, tanks and wells. This method of procedure is natural because the enemy wishes to create confusion, a slowing-down of production and cause wide-spread fires that cannot be easily checked if the water supply is materially damaged.

An investigation of the existing lake and river supply reveals it may suffice under certain conditions, but from the standpoint of furnishing potable water this does not appear to be practical except in extreme emergencies. It is true that fire fighting equipment or portable gasoline engines could be located near lakes or rivers and the water pumped through fire hydrants adjacent to these areas into the distribution system. This method may afford a minimum supply for fire fighting purposes; however, several units of emergency chlorine apparatus and a large reserve supply of chlorine must be made avail-

February 16, 1942

able in order to make the water safe for human use. The disadvantages of using fire equipment for this purpose is apparent because fire equipment will be needed in several places at the same time for the purpose of combating fires arising from incendiary bombs. The Fire Department would, therefore, be operating under a serious handicap if equipment was withdrawn to supply water from lakes or rivers to pump into the distribution system.

The matter of providing auxiliary supplies through driven wells in underground stations appears to be more practical for several reasons. It is well known that moderate quantities of water can be developed in Salisbury and immediate vicinity through the medium of wells driven to depths ranging from 60-feet to 90-feet. Five or six 10-inch wrought iron casing wells with approximately 20-feet of strainer per well--installed at locations tentatively designated as A, B, C, D and E on "Confidential Map"--should provide between 2000 and 2500 gallons of water per minute. Due to the fact that static water level will vary from 20-feet to 25-feet below an average ground elevation of plus 30.00 above sea level, it is possible to construct concealed underground stations utilizing horizontal centrifugal pumps employing "flooded suction". These units could be connected to existing water system with belt-driven used automobile engines supplying the power at the pumps. In order to provide an average of 40-pounds curb pressure, 20 H.P. engines would be capable of discharging between 300 g.p.m. and 400 g.p.m. per well against a total head of 150-feet. The advantages of the underground stations may be pointed out as follows:

Exact location of units could not be determined by enemy bombers.

Water supply obtained would be safe for consumers.

Entrance could be made through manhole vaults or tunnels.

No priming of pumps necessary because of "flooded suction".

Five or six units pumping into 45 miles of distribution system at scattered points would assure a minimum supply with satisfactory pressure.

Pumps would function regardless of power failure, which might ensue during a bombing raid.

Venting arrangements for exhaust gases can be made through pipes drawn to surface.

Depth of stations unlikely to be affected by nearby bomb explosions.

Gasoline storage could be provided in nearby underground tanks.

Economical in first cost--much cheaper than trying to provide full protection to existing plant and equipment.

Used auto engines could be used--pumps would not require motors, which would eliminate Priority difficulties.

Stations would be small, of brick construction with reinforced top, and built entirely underground.

In attempting to analyze the various methods of furnishing complete protection to the existing plant and water supply, the destructive effect of demolition bombs must be considered. A review of the following table will give some idea of the terrific explosive force of certain type bombs:

<u>Quantity of Bombs</u>	<u>Type</u>	<u>Destructive Area</u>
One 1000-pound bomb	Demolition	380 square feet
Two 500-pound bomb	Demolition	500 square feet
Ten 100-pound bomb	Demolition	885 square feet

As a rule, the bomb lands at an angle and the explosion produces a crater discharging steel splinters and debris for a distance depending upon the bomb's explosive power.

Following the explosion, a terrific pressure is built up, quickly followed by a suction wave. Both the blast and suction have an enormous destructive effect. If the space is confined, windows will blow out and walls will collapse. Simultaneously, the explosion sets up ground waves which produce a type of stress not provided for except in earthquake proof construction. Incidentally, the strength of these waves may be sufficient to cause the collapse of nearby buildings.

From the standpoint of providing adequate protection to existing wells, pumping station building, reservoir and valve vault, it is useless to protect any single unit without installing protective devices to safeguard all of the units herein mentioned. The protection would also have to extend to the supply mains leading from the pumping station to the distribution mains in the street and for a reasonable distance in the street where the main feeder lines are located. The over-all protection of all units is essential because they are practically located in a group and the possibility of one damaged unit may render all units useless insofar as providing an adequate supply of water. This means that heavy concrete burster slabs together with complete sand bag installations would have to be done just for the purpose of affording a minimum degree of protection. The cost of such protection would not only be enormous, but security would be doubtful.

Under the circumstances, I can only recommend that you consider the auxiliary supply using driven wells. Because of conditions peculiar to Salisbury, this arrangement is much more economical, practical, and will offer a maximum assurance that a reasonable quantity of safe water will be available for domestic use and fire fighting purposes. The question of constructing the auxiliary supplies at

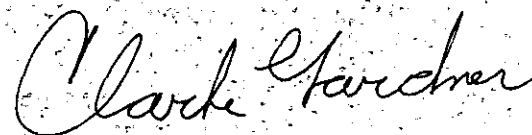
The Mayor and Council of Salisbury

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February 16, 1942

this time depends more or less upon the possibility of whether there is any likelihood of enemy bombers discharging their bomb loads over Salisbury.

Respectfully submitted,

A handwritten signature in cursive script, reading "Clark Starcher".

City Engineer

CG vg

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 23, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, February 23 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman and Claude E. Russell.

1. The minutes of the regular session of February 15 were read and after amending Section 16 to read "if funds are sufficient" and after amending Section 29 to read "and also helping the Government in the prosecution of the war," a motion was introduced by Councilman Hayman, seconded by Councilman Gardner and passed approving the minutes.
2. Dr. Murphy forwarded a bill for board of dogs dated January 31 in the amount of \$83.30. Councilman Gardner introduced a motion which was seconded by Councilman Russell authorizing the Treasurer to draw a voucher for payment of the above mentioned account and at the same time authorizing the President of the Council to sign the said voucher.
3. The dog catcher's weekly report was presented, ordered accepted, and filed.
4. The Treasurer asked for advice on the renewal of a \$10,000.00 note expiring February 28, 1942 made on the account of the Bypass Highway Utility Bond account. A motion was introduced by Councilman Gardner, seconded by Councilman Hayman and duly passed instructing the Treasurer to prepare a note in the same amount for a period of time to expire with another note now discounted at the Farmers and Merchants Bank.

At the same time the motion authorized the Mayor to sign the said note and the Treasurer and President of Council to sign the voucher for the interest thereon at the rate of 4%.

5. The Treasurer presented a statement of airport expenditures as of January 31, 1942.
6. The Harbor Master, Mr. Insley, forwarded his report that he was progressing on the wharf property work.
7. A letter from the County Commissioners forwarding a letter from the Legislative Council of Maryland was received in which they requested some information as to whether building permits were required in this County together with information as to these laws and the application thereof.

The President of Council discussed his view and thought it very advisable that the County should be zoned in order to require building permits for an area of approximately one mile or more about the City in order that developments might be planned and O.K.'d before approval in order that such things as street alignments, side-walks, curb-gutters, sewers, etc. could be planned for in advance. *And that there should be no charge for building permits.*



February 23, 1942

A reply was ordered withheld until after the meeting with the County Commissioners.

8. The minutes of the special meeting of February 18, 1942 were read and ordered amended to read that Councilman Albin A. Hayman was absent.

The minutes were not approved and the President appointed a committee of Councilman Hayman and Gardner to again study the list of names to be approved to the Civil Service Commission of Salisbury.

9. Police Chief Chatham presented his weekly daily report which was ordered accepted and filed.

He also brought to the attention of the Mayor and Council the dangerous condition existing at the intersection of Church and Priscilla Streets where he had already had one fatal accident.

The Mayor at the same time recommended that a stop light be placed at the intersection.

A recommendation from the Traffic Commission was also read at the same time, as follows:

Due to the increased flow of traffic on Priscilla Street, the intersection at W. Church Street and Priscilla Street has become very dangerous, a fatal accident having happened the later part of last week.

To help prevent a reoccurrence, we recommend the installation of a blinker light (red on Priscilla St. and amber on Church Street) at this intersection. We also recommend that the "stop signs" at this intersection be illuminated to make them visible at night.

Concurring with the letter of the Salisbury Fire Department, we recommend that the space on the north side of Market Street from S. Division Street to the limits of the fire hydrant near the west corner of fire house, and the space on the south side of Market Street from S. Division Street to the beginning of the red curb now designating 'No Parking,' be painted yellow and signs erected to read, 'Parking for Fireman Only,' be installed along the curbs. We recommend this for the duration of the emergency.

Councilman Hayman offered a motion which was seconded and duly passed authorizing the installation of a stop light as recommended by the Mayor and adopting all other recommendations by the Traffic Commissioner.

J. M.

10. Police Chief Chatham presented bids for new Uniforms as provided for in the current budget. The bids were from

R. E. Powell & Company
Kennerly & Mitchell
Ralph & Gaskill

11. The President of Council appointed a committee composed of Councilman Gardner and Councilman Hayman to study the quotations and samples with the Chief and to make their recommendations on the purchase.
12. The Police Chief reported he had repossessed a watch from Mr. Goldinger on Main Street which had proven to be stolen property and had forwarded it to Baltimore. Mr. Goldinger had paid 75¢ for the watch and it was the Chief's opinion that it would be to the best interest of the City and the Police Department to return to Mr. Goldinger his money. The Council concurred upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed and authorized the preparation of a voucher in this amount.
13. Building Inspector, Mr. Hastings, presented a report on the cost of a street light to be placed on Cypress Street as follows:

One 100 C. P. street light to be placed on pole #235 B, Cypress Street will cost as follows:

1- 100 C. P. Street light	\$13.00
293 feet of overhead circuit @ \$.019	5.57
	<u>\$18.57</u>

A motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed authorizing the installation of this light.

14. The Building Inspector reported to the Council that some of the property owners on Market Street had recently informed him that they felt the street should be widened the proposed ten feet at this time. He advised the Council that he had talked with quite a few of the property owners and that he had found that the majority seemed willing to go along.

The President appointed a committee of Councilman Russell and Councilman Howie with the Building Inspector to investigate further the possibility of widening Market Street.

15. The City Engineer reported that his department was ready to begin the curbing and guttering of Pinehurst Avenue if the Council would approve it. He reported also that 80% of the money had not been collected as provided for in the original ordinance, but that they would go ahead with the work if the Council would approve.
- J.M.*

A motion was offered by Councilman Hayman, seconded by Councilman Howie and passed authorizing the initiation of the work.

15. A request from the Precision Development Company was received for an 8" fire service connection to serve a new building addition. The City Engineer reported that he had acknowledged the letter and advised the Company that they could make the connection for the sum of \$75.00 provided that they furnish the materials which they were in a position to get since they had a higher priority rating than the City and could more easily obtain the required materials. (A copy of the letter is a part of the minutes.)

A motion was offered by Councilman Russell, seconded by Councilman Hayman and duly passed approving the reply and authorizing the installation upon the receipt of the above mentioned sum of money.

16. The City Engineer presented a request from Mr. Charles Ralph on Camden Avenue for a ~~new sewer connection since there has been no previous direct connection~~ ^{sewer connection since there has been no} ~~ing connection on the Williams' sewer was not satisfactory.~~ ^{see authorization in minutes 3/2/42}

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Engineer to replace the existing connection. The replacement is chargeable to Water Department maintenance.

17. The City Engineer offered a letter to the Council from the Federal Bureau of Investigation which invited him to attend the Regional Federal Bureau of Investigation War Traffic School to be held at Pikesville, Maryland, beginning March 2 to 7.

He informed the Council he would be unable to attend.

18. The City Engineer presented a letter which he had written to Mr. H. R. Hershey, Area representative of Works Project Administration, in which he acknowledged a letter of February 19 and in which in the interest of expediency he made certain other suggestions. (A copy of the letter is part of the minutes.)

19. The City Solicitor presented an amendment to Ordinance No. 474 as follows:

It was moved by Councilman Gardner, duly seconded by Councilman Hayman, and unanimously passed by the affirmative aye vote of all five members of the Council of Salisbury, that Ordinance No. 474 be amended by deleting the words "covered with blue material," in the eighth line of Section 6 and inserting in their place the words "dimmed, hooded or colored in a manner approved by the Civilian Defense Authority."

JFM

It was moved by Councilman Hayman, duly seconded by Councilman Gardner, and unanimously passed by the affirmative aye vote of all five members of the Council of Salisbury, that Ordinance No. 474 be amended by inserting the words "fire engine house, regular or emergency," after the words "fire plug," in the tenth line of Section 2.

It was moved by Councilman Gardner, duly seconded by Councilman Howie, and unanimously passed by the affirmative aye vote of all five members of the Council of Salisbury, that Ordinance No. 474 be amended by inserting a new Section to be known as Section 17, to follow immediately after Section 16 and to read as follows:

Section 17. AND BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Council of Salisbury that the provisions of this Ordinance shall not be construed as conflicting with any State or Federal Law or with any military regulation.

It was moved by Councilman Howie, duly seconded by Councilman Hayman, and unanimously passed by the affirmative aye vote of all five members of the Council of Salisbury, that Ordinance No. 474 be amended by changing the numbers of Sections 17 and 18, respectively, to Sections 18 and 19.

The new ordinance as amended was ordered posted.

20. The City Solicitor presented the following appointments made by the Mayor to act as registrars:

Salisbury Election District
Mildred W. Tingle
Lee C. Collins

Parsons Election District
Nellie E. Guthrie
Mollie B. Nock

Camden Election District
John L. Morris
Mary C. Butcher.

(A copy of the Mayor's appointments are attached.)

21. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the publication of notices of the coming primary election in both City papers.



Minutes of the Mayor and Council

Page #6

February 23, 1942

22. The City Solicitor informed the Council that he had investigated the City's proposal to acquire the Shelton Mill Dam property and found that the owner was ready to give title but that the dam was in such a condition that he recommended its investigation before its acceptance as the City would acquire at the same time considerable liability in the maintenance of the road and dam site. He further advised the Council that he had further found the present dam and fill already had some leaks and was in a weakened condition.
23. Vouchers No. 17503 to 17532 inclusive were read and approved upon a motion made by Councilman Gardner and seconded by Councilman Hayman and duly passed approving all but No. 17506 which was disapproved since it was for interest on a note which was recommended changed.

There being no further business the meeting adjourned at 12:30.

APPROVED:

3/2/42
Date

John E. Morris
President of Council

Wade H. Dinsley
Clerk

STATEMENT OF AIRPORT EXPENDITURES
July 31, 1941 to Feb. 1, 1942

Date	Voucher Number		Amount	
July 17	15,915	Treasurer of United States	\$ 3.80	
July 18	15,918	John S. Godfrey option	10.00	
July 18	15,919	Murray C. Walston option	5.00	
July 18	15,923	Perry J. Rohrbough option	5.00	
July 18	15,924	August Schaefer option	5.00	
July 19	15,925	Arthur R. Twilley option	5.00	
July 19	15,926	Rayne Brothers option	5.00	
July 19	15,933	George P. Heath option	5.00	
July 19	15,934	John W. Downing option	5.00	\$48.80
Aug. 15	16,173	Mayor and Council Pay Roll	88.90	
Aug. 18	16,180	Cavanaugh Motors, Inc. (truck)	225.00	
Aug. 22	16,204	Mayor & Council Payroll	100.09	
Aug. 23	16,213	Filbert M. Hitch (auto Exp.)	7.30	
Aug. 29	16,220	Mayor & Council Payroll	86.60	507.89
Sept 2	16,244	Mayor & Council Payroll	83.55	
Sept 13	16,285	Mayor & Council Payroll	86.00	
Sept 19	16,356	Mayor & Council Payroll	47.15	
Sept 25	16,851	Hubert R. White Hardware Co. (tools)	10.50	
Sept 27	16,877	Mayor & Council Payroll	26.00	253.20
Oct. 1	16,447	Mayor & Council Payroll	48.17	
Oct. 3	16,451	Mayor & Council Payroll	27.93	
Oct. 12	16,476	Mayor & Council Payroll	116.20	
Oct. 17	16,545	Mayor & Council Payroll	129.70	
Oct. 24	16,590	Mayor & Council Payroll	112.25	
Oct. 27	16,642	L. W. Gunby Co. (Supplies)	.30	
Oct. 31	16,653	Mayor & Council Payroll	65.84	500.39
Nov. 7	16,723	Mayor & Council Payroll	81.72	
Nov. 10	16,729	Hubert R. White Hardware Co.	3.30	
Nov. 10	16,763	L. W. Gunby Co.	2.40	
Nov. 17	16,784	Mayor & Council Payroll	143.11	
Nov. 17	16,802	Charles J. Potts (legal Exp.)	25.00	
Nov. 24	16,927	Mayor & Council Payroll	84.30	339.83

Carried forward

\$1,650.11

Brought Forward

\$1,650.11

Dec. 1	16,972	Mayor & Council Payroll	\$118.50	
Dec 8	17,017	Mayor & Council Payroll	100.45	
Dec 15	17,043	Mayor & Council Payroll	87.50	
Dec 22	17,078	Mayor & Council Payroll	55.00	
Dec 29	17,130	Mayor & Council Payroll	55.00	
Dec 15	17,034	Treas. of State of Maryland)		
Dec.15	17,038	Treas. of State of Maryland)	14.01	\$430.46

Jan. 5	17,160	Philip A. Insley, M.D. (serum)	14.00	
Jan. 5	17,193	Mayor & Council Payroll	73.42	
Jan 12	17,213	Petty Cash	1.56	
Jan 12	17,250	Mayor & Council Payroll	55.00	
Jan 19	17,293	Petty Cash	12.98	
Jan 19	17,303	Gilbert L. Smith (copy - Agreement)	5.00	
Jan 19	17,307	Mayor & Council Payroll	55.00	
Jan 19	17,315	Clarke Gardner (Expenses)	11.15	
Jan 21	17,316	Salisbury Wi-Co. Airport	39.65	
Jan 26	17,345	Mayor & Council Payroll	55.00	\$322.76

Total Advance by Mayor & Council			
to date			\$2,403.33

Refund from Airport a/c (options)	45.00		
Less Mayor & Council check to			
Airport fund		39.65	84.65
			\$2,318.68

Respectively submitted,

Wade H. Insley, Jr.
Clerk

February 21, 1942

Salisbury, Maryland

February 23, 1942

To The Council of Salisbury:

Pursuant to the provisions of
Section 262 of Article 23 of the Public Local
Laws of Maryland, as enacted by Chapter 132 of
the Acts of 1941 of the General Assembly of Mary-
land, I hereby appoint as Registrars of voters the
following residents and qualified voters of the City
of Salisbury for the election districts as herein
set forth:

Salisbury Election District
Mildred W. Tingle
Lee C. Collins

Parsons Election District
Nellie E. Guthrie
Mollie B. Nock

Camden Election District
John L. Morris
Mary C. Butcher

Respectfully submitted,

J. Virgil Fitch
MAYOR OF SALISBURY

blind copy to:

County Commissioners of Wicomico County
The Mayor and Council of Salisbury

February 21, 1942

Mr. H. R. Hershey
Area Representative
Work Projects Administration
Salisbury, Maryland

Dear Mr. Hershey:

This will acknowledge your letter of February 19 together with copy of memorandum from C. F. Bornefeld, Director of Operations, relative to plans and specifications for certain units under the airport project.

Plans and specifications covering excavation and grading were mailed to you today in accordance with arrangements noted in my letter of February 17 addressed to Mr. Harry D. Willier, Jr., Work Projects Administrator.

In the interest of expediency, may I suggest that you request the Director of Operations to authorize immediate construction of these units under production contract methods. I might also call your attention to the fact that it will be much more economical at this time to construct the water supply at the airport site as provided for in specifications submitted with my letter of February 3. This is a very essential point because in the compaction of the sub-grade, a water supply will be necessary and the matter of a contractor providing a temporary supply would be a needless expense.

I feel sure that we concur as to the necessity of constructing this airport as speedily and economically as conditions will permit. Inasmuch as the paving and drainage contracts, as well as the water supply, are separate and distinct units, I am of the opinion that a considerable sum of money could be saved if these units were awarded on the basis of separate contracts. In fact, this arrangement would permit a proper timing of construction operations that would prove conducive to an earlier completion date on the airport.

The method of procedure as outlined herein appears to be more practical than having one general contract consisting of several unrelated units. On a project of this particular type, the employment of a general contractor would only mean the subletting of unrelated units which would prove much higher in initial costs without any time being saved in the overall construction of the project.

For your information, drainage and paving plans should be available within the next three weeks.

Sincerely yours,

Charles Swick
City Engineer

✓ blind copy to: Mayor and Council of Salisbury

February 23, 1942

re: F-3

Precision Development Company
Attn: Mr. D. J. Nelson
General Manager
City

Gentlemen:

Pursuant to your request for a cost estimate on a proposed 8-inch fire service connection to serve a new building addition to the Precision Development Company's plant on College Avenue, it will be necessary for you or your contractor to purchase the following material:

- Item 1: 44 lin.ft. 8" B&S Centrifugally Cast, Class 150 C.I. Water Pipe, Type 1 or Type 2 of Federal Specifications WW-P-421.
- Item 2: 1 - 10x8" C.I. Tee (2-bell) Class D, A.W.W.A. Specifications.
- Item 3: 1 - 10" C.I. Sleeve (18" length) Class D, A.W.W.A. Specifications.
- Item 4: 1 - 10" Darling iron body, bronze mounted, double disc, parallel seat, inside screw, stationary stem, hub end gate valve, tested for 325 pounds pressure (City of Salisbury specifications).
- Item 5: 1 - 8" DITTO.
- Item 6: 2 - 5 1/2", size B, 3' to 4' extension, screw type, adjustable valve box complete with No. 6 round base and cover, marked "WATER".

The above material may be purchased from the following concerns:

- Items 1, 2 & 3: R. D. Wood Company, 400 Chestnut St., Phila., Pa., or
U. S. Pipe & Foundry, Broad & Chestnut Sts., Phila., Pa.
- Items 4 & 5: Darling Valve & Mfg. Co., Williamsport, Pa.
- Item 6: W. H. Kirkland Co., Anniston, Alabama
Temple Foundry, Inc., Alexandria, Va.
Bingham & Taylor, Corp., Arlington, Va.

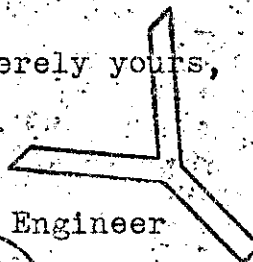
Precision Development Company

Page 2

February 23, 1942

The Mayor and Council of Salisbury will install this fire service connection, providing you furnish all materials except jointing compound and braided hemp gasket, for the sum of Seventy-five Dollars (\$75.00). Our reason for asking you to furnish materials is due to the fact that we only have an A-10 Priority Rating, which means it will be difficult for us to secure the material within a reasonable length of time.

Sincerely yours,



City Engineer

CG:vg

COPY

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 18, 1942

The Mayor and Council met in special session at the City Hall on Wednesday, February 18, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, with Councilman Werner T. Gardner absent.

After reviewing the payroll and the names of all City employees Councilman Russell offered a motion which was seconded by Councilman Howie certifying that the following City employees should be placed under Civil Service in accord with the recently passed Ordinance No. 467 and at the rate of pay as shown below and in accord with a recent request of the Civil Service Commission.

WATER DEPARTMENT

Name	Rate	Classification
Isaac J. Wooten	\$ 30.00	Permanent
Mervin J. Ellis	30.00	Permanent
James C. Chatham	30.00	Permanent
Carlton O. Wooten	34.50	Permanent
Russell Linwood Townsend	22.00	Permanent
George W. Wilkinson	20.00	Permanent
Virgil Dale	24.50	Permanent
Clarke Gardner	24.50	Permanent
Rebecca Brittingham	16.50	Permanent
James White	25.00	Permanent
Gladys V. Wooten	28.00	Permanent
William Savage	24.00	Permanent
Carl Dahlstrom	30.00	Provisional
Norman Lank	18.00	Permanent
Amy W. Jester	15.00	Permanent
Harry S. Hastings	40.00	Permanent
George H. Williams	15.00	Permanent
S. O. Furniss	5.00	Permanent

Not Approved

FIRE DEPARTMENT

Elzey Briddell	27.50	Permanent
Raymond Roth	27.50	Permanent
Paul Kelly	27.50	Permanent
Leslie Johnson	27.50	Permanent
Landis Dennis	26.50	Permanent
Ernest Nichols	24.00	Permanent
Charles Raymond Parker	27.50	Permanent
James Marion Benson	18.00	Permanent
John Wesley Nottingham	25.00	Permanent
Ernest Hastings Murray	26.50	Permanent
A. C. Hubbert, Sr.	27.50	Permanent
Frederick Chas. Rye, Sr.	27.50	Permanent
William Chatham	40.00	Permanent
Talbot Larmore	30.00	Permanent
Carl Wilson	30.00	Permanent
Morris Brewington	30.00	Permanent

Approved

FIRE DEPARTMENT

Benjamin Mitchell	\$ 20.00	Permanent
Edgar Gordy	20.00	Permanent
Sherman Waller	27.50	Permanent
Norman Perdue	27.50	Permanent
Charles Livingston	27.50	Permanent

TAX DEPARTMENT

Edna P. Payne	22.00	Permanent
Harriet Ellen Stewart	18.00	Permanent
Natalie J. Wimbrow	15.00	Provisional

PUBLIC WORKS

George Purnell	50.00	Permanent
Oscar Grier	30.00	Permanent
Richard Cooper	32.50	Permanent
Vivian George	25.00	Permanent
Wilbur Payne	21.00	Permanent
Arthur J. Dykes	20.00	Permanent
Harry B. Disharoon	20.00	Permanent
Henry T. Davis	21.00	Permanent
Nelson Messick	20.00	Permanent
Filbert Hitch	20.00	Permanent
Percy Sterling	55.00	Permanent
Ernest Foskey	22.00	Permanent
Preston Wilkinson	19.00	Permanent
Bennie Hearn	20.00	Permanent
Charles Davis	21.50	Permanent
Edgar Broughton	19.00	Permanent
Wood Brittingham	17.00	Permanent
Harold Littleton	21.00	Permanent
Samuel Broughton	19.00	Permanent
Edward Franklin Hearn	22.00	Permanent
George Talbot Bound	28.00	Permanent
A. P. Isakson	40.00	Provisional
Franklin E. Parsons	24.00	Permanent
Robert T. Arvey	20.00	Permanent
John H. Davis	24.00	Permanent
William Burton Gordy	27.00	Permanent
Wilson S. Taylor	28.00	Permanent
David Lynch	19.00	Permanent
Isaac Messick	20.00	Permanent
Clarke Gardner	175.00	Permanent
Edward Livingston	19.50	Permanent

Not Approved

APPROVED:

Date

2/19/42

President of Council

Clerk

Wade H. Dooly

I Approved

MAYOR AND COUNCIL - SALISBURY, MARYLAND
GENERAL FUND - STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 TO JANUARY 31, 1942

INCOME:

Tax Receipts	Total	Sinking	General	General
1942	\$.28	\$.10	\$.18	
1941	58,000.02	20,300.01	37,700.01	
1940	10,712.72	3,749.45	6,963.27	
1939	6,459.03	2,260.66	4,198.37	
1938	3,250.73	1,137.76	2,112.97	
1937	1,758.28	615.40	1,142.88	
1936 & prior	700.71	245.25	455.46	
Interest	3,097.74	1,085.59	2,012.15	
	<u>\$83,979.51</u>	<u>\$29,394.22</u>	<u>\$54,585.29</u>	\$54,585.29

OTHER INCOME

Street Repair Assessments	\$ 64.32	
Miscellaneous Income	3,735.01	
Licenses	909.85	
Building Permits	450.75	
Over & short	- 2.07	
Franchise Tax	742.00	
Board of Education - Policing	277.80	
Bank Stock Tax	2,669.93	
Income Tax	494.37	
Notes Payable	<u>10,741.18</u>	\$20,083.14

RECOVERED EXPENDITURES

By Pass Utilities of 1941	\$ 103.40	
Public Improvement Fund	1,500.00	
Special Street Fund	700.00	
Water Department	151.81	
Airport account (options)	<u>45.00</u>	\$ 2,500.21

TOTAL CURRENT COLLECTIONS

1941 Advance Tax Collections held in special account for Oct. 1, 1942	<u>\$77,168.64</u>	
		51,869.22

TOTAL RECEIPTS FOR THE PERIOD

Balance in Bank and on hand Oct. 1, 1941	<u>\$129,037.86</u>	
		76,234.50

TOTAL

\$205,272.36

STATEMENT OF INCOME & DISBURSEMENTS (CONTINUED)

DISBURSEMENTS:

Budget Expenditures		
General Government	\$ 3,831.42	
Department of Public Safety	16,523.56	
Department of Health	100.00	
Department of Public Works	20,538.20	
Public Properties	2,123.98	
Public Improvements	19,009.75	
Capital Equipment	600.00	
Miscellaneous (Dog Catcher's Salary)	<u>262.50</u>	\$ 62,989.41
Other Expenditures		
Water & Sewer Connections	1,118.14	
Dog Board & Truck Expense	272.76	
Loans from Water Department	4,678.97	
Paid on Bank Loans	35,000.00	
Mis. refunds and expenses	150.47	
To General Fund, 1941 Advance Tax	51,869.22	
Collections held in spec. acct.		
To Sinking Fund, 1941 Advance Tax	<u>27,929.58</u>	\$121,019.14
Collections held in spec. acct.		
TOTAL DISBURSEMENTS		\$184,008.55
Balance on hand and in Bank Feb. 1, 1942		<u>21,263.81</u>
TOTAL		\$205,272.36

Respectfully submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

CITY HALL - SALISBURY, MARYLAND, - FEBRUARY 25, 1942

The special committee of Councilmen W. T. Gardner and Albin A. Hayman met at the City Hall at 2:30 for a special purpose of reviewing the names of the City employees on the payroll as of December 1, 1941, the day on which Ordinance No. 467 (the Merit System Ordinance) was passed and became effective.

There follows below a list of all those people whom they found to be employees of the City in accord with the terms and intent of the Ordinance which they herewith submit to the Council for their approval.

WATER DEPARTMENT

Clarke Gardner
Isaac J. Wooten
Mervin J. Ellis
James C. Chatham
Carlton O. Wootten
Russell Linwood Townsend
Virgil Dale

Rebecca Brittingham
James White
Gladys V. Wootten
William Savage
Norman Lank
George H. Williams
S. O. Furniss

BUILDING INSPECTION

Harry S. Hastings

Amy W. Jester

FIRE DEPARTMENT

Benjamin Mitchell
Edgar Gordy
Sherman Waller

Norman Perdue
Charles Livingston

TAX DEPARTMENT

Edna P. Payne

Harriet Stewart

POLICE DEPARTMENT

Elzey Briddell
Raymond Roth
Paul Kelly
Leslie Johnson
Landis Dennis
James Marion Benson
John Wesley Nottingham

Ernest Hastings Murray
William Chatham
A. C. Hubbert, Sr.
Frederick Chas. Rue, Sr.
Talbot Larmore
Carl Wilson
Morris Brewington

PARKING METER & TRAFFIC

Oscar Grier

Ernest Foskey

John E. Morris

PUBLIC WORKS

George Purnell
Richard Cooper
Vivian George
Wilbur Payne
Arthur J. Dykes
Harry B. Disharoon
Henry T. Davis
Nelson Messick
Filbert Hitch
Percy Sterling
Preston Wilkinson
Bennie Hearn
Charles Davis
Edgar Broughton

Harold Littleton
Samuel Broughton
Edward Franklin Hearn
George Talbot Bounds
Franklin E. Parsons
Robert T. Arvey
John H. Davis
William Burton Gordy
Wilson S. Taylor
Isaac Messick
Edward Livingston
Roland Cahall
Oakley Valliant

Wood Brittingham

Submitted By:

W.S. Gorney
Allen R. Hayman

APPROVED:

3/2/42
Date

John E. Morris
President of Council

Wad H. Dingley
Clerk

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 25, 1942

Following the first meeting of February 25 the committee composed of Councilmen W. T. Gardner and Albin A. Hayman found that the following people had not been employed for the full term of one year as provided for in the ordinance No. 467 (the Merit System Ordinance) and recommends that their names and status be brought to the attention of the Commission:

TAX DEPARTMENT

Natalie Wimbrow

WATER DEPARTMENT

Carl Dahlstrom

CUSTODIAN

E. W. Merrick

POLICE DEPARTMENT

Charles Parker

Glenmore Nichols

PUBLIC WORKS

A. P. Isakson

David Lynch

Submitted By:

W. T. Gardner
Albin A. Hayman

APPROVED:

3/2/42
Date

John E. Morris
President of Council

W. H. Indley
Clerk

CITY HALL, SALISBURY, MARYLAND - MARCH 2, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, March 2, 1942, at 7:30 with following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman and Claude E. Russell.

1. Mrs. Pillsbury and R. Ted Purnell came before the Mayor and Council with a request that the City provide for a Red Cross swimming instructor at the park this summer at the rate of \$15.00 per week for a twelve-week period and asked if they would advance \$30.00 when the time came for sending that person who was selected to a Red Cross school and deduct it from the salary.
2. Mrs. Pillsbury asked if the City would take over the balance of a bill in the amount of \$29.00 remaining from equipping the gym in the Lewis building.

The President of Council advised them that they would consider the matter.

3. The report of a special committee of Councilmen Hayman and Gardner was offered and read. The report contained the list of names which they, as a committee, found to be employees of the City under the terms and intent of the Merit System, Ordinance No. 467.

Councilman Howie offered a motion which was seconded by Councilman Russell accepting the report of the committee and authorizing a copy be furnished the Civil Service Commission.

4. A motion was offered by Councilman Hayman, seconded by Councilman Howie and duly passed to authorize the furnishing of a list of the persons so certified above to the heads of each department.
5. The minutes of the last regular meeting of February 23 were read and approved after amending Section 7 to read "building permit furnished without charge" and after amending No. 16 in the first paragraph to read "for a sewer connection since there has been no previous direct connection."

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed to approve the minutes.

6. The committee of Councilmen Gardner and Hayman reported that they had recommended the acceptance of a Powell bid on police uniforms. Councilman Howie recommended the recommendations be accepted and bid given to R. E. Powell and Company. It was seconded by Councilman Russell and passed by the Council.
7. The Police Chief Chatham presented his weekly gasoline report together with his weekly daily reports which were ordered accepted and filed.



He advised the Council that the traffic light at the intersection of Church and Priscilla was in place and operating.

8. The Harbor Master, Mr. Insley, reported he was expecting Mr. Weidner down to inspect finally the dredging of the river but that he had not come to date.

He further reported he had talked to Mr. Testa advising him that his sheet piling on the rear of his lot should be repaired.

9. The Building Inspector's monthly report showed permits issued in the amount of \$8,825. It was presented and ordered accepted and filed.

The Building Inspector asked the Council for instructions on securing labor and on building the new dog pound.

He was instructed that he should hire someone to do the work and they intended it to be done as cheaply as possible.

10. The Plumbing Inspector's monthly report showing \$17.50 collected for plumbing permits during the month was presented, ordered accepted and filed.

He also presented a report showing \$83.00 collected for curb and gutters on North Pinehurst Avenue.

11. The City Solicitor presented Ordinance No. 474 for its final reading. It was read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.

12. The City Solicitor presented a copy of the notice of assessment and levy which was prepared for the newspapers.

Councilman Howie offered a motion authorizing its publication which was seconded by Councilman Russell and duly passed. (The notice of assessment and levy follows as part of the minutes.)

13. The City Solicitor presented a resolution signed by the Mayor I. Virgil Hitchens designating the last Monday in March and the first Monday in April as registration days. (The resolution follows as part of the minutes.

14. City Solicitor presented an agreement between the Mayor and Council and W. W. Gavin on paying a part of the cost of repairs to his wharf property.

The matter was ordered held until after discussion with the County Commissioners.



March 2, 1942

15. The City Engineer reported his progress on securing the new truck recently authorized purchased and informed the Council he would take it up with local ~~board~~ ^{Rationing} board.
16. City Engineer presented a copy of the letter which had been written to Mr. Marsh Gollner, Manager of the Arcade Theater, thanking him for the use of the Arcade Theater on Sunday, March 1 for the showing of Civilian Defense films. (A copy of the letter is in the minutes.)
17. The City Engineer presented a copy of a letter addressed to Mr. Ezra B. Whitman, Chairman of the State Roads Commission, advising him in part that the City would be through with its work on the By Pass March 9, 1942. (A copy of the letter is part of the minutes.)
18. City Engineer informed the Council that he had been advised by Mr. Whitman that the above mentioned information had been passed on to the Chief Engineer.
19. The City Engineer informed the Council that he had received a letter from Mr. Albert E. Wessell, Engineer for the CAA, advising him that the recent agreement between the City and the CAA has been accepted.
20. A letter was received from Mr. John W. Downing showing the receipts and disbursements from the Civilian Defense and the balance in bank of \$7.81.
21. The City Engineer presented a bid from Mr. Paul V. Downing for curb and gutter work as follows:
 - (1) Furnishing all labor, materials and equipment to construct concrete curb and gutter approximately 800 feet on Fitzwater Street for 80¢ per foot.
 - (2) Furnish all labor, etc. (same as above) for approximately 1500 feet at 80¢ per lineal foot.

Councilman Russell offered a motion which was seconded by Councilman Gardner and duly passed accepting the above mentioned bid and approving the construction of curb and gutter on Fitzwater Street and approving the construction of the gutter on West Main Street after 75% of the money has been collected.

22. The Council received a request from the Wicomico Garage for permission to place a private outside telephone on the Main Street side of the Wicomico Hotel building near Dixon's Jewelry Store.

Councilman Hayman offered a motion which was seconded by Councilman Russell approving placing of this phone provided that Western Union, the Wicomico Hotel and Dixon's would



Minutes of the Mayor and Council

Page #4

March 2, 1942

advise the Council by letter that they had no objections and further provide that there would be no overhead wires or poles placed on the streets.

23. The City Engineer read a letter from Mr. George Hall acknowledging the receipt of his recent letter relative to emergency wells and pumping stations for Civilian Defense program.
24. The Mayor and Council authorized the approval of a voucher for the purpose of securing title to the new truck just purchased from Cavanaugh Motors in the approximate amount of \$1.00.
25. The City Engineer presented a request from Mr. Harry Hopkins for permission to depress a curb on the corner of his property at Evergreen and Pinelhurst Avenue.

Since this was contrary to custom no action was taken.

26. The President of Council Mr. Morris advised the Council that Larmer Corporation had asked for an extension of a water main north on Lake Street and advised the Council that the request was in line with other requests namely that it be a meter service and that all costs be born by the property owners.
The Council authorized the City Engineer to prepare an estimate of the cost.
27. The Treasurer brought to the attention of the Mayor and Council the need for revising the City's purchasing system in order that they could check more closely the expenditures and prevent payment of bills in error.

The Council ordered that no purchases for the City be allowed without a purchase order and instructed the Treasurer to so notify all department heads of the City.

28. The Mayor and Council received a petition requesting the change in the name of Weldon Avenue to West Baltimore Avenue. (A copy of the petition is part of the minutes.)

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing an ordinance be drawn for this purpose.

29. The dog catcher's weekly report was received and ordered accepted and filed.
30. The Mayor reported to the Council that he had been informed that the walkway across the B. & E. Railroad crossing at North Division Street was in bad condition and that it should be brought to the attention of the Council and the railroad company with the request to repair it.

The City Engineer was authorized to write such a letter.



Minutes of the Mayor and Council

Page #5

March 2, 1942

31. The Mayor reported a telephone call from Mrs. Mary A. Wroten in which she advised him that a guest of hers had recently tripped over the sidewalk in front of the William Phillips property on Philadelphia Avenue and received ~~a broken leg~~. *Int.* She advised the Mayor that some action should be taken at once to take care of the side walk.

The Council upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed authorized the City solicitor to draw an ordinance to provide for changing the sidewalk to remove the hazard.

32. The Mayor brought to the attention of the Council the necessity for the placing of sidewalk on Poplar Hill Avenue from Broad Street to Market Street. It was ordered brought to the attention of the City Solicitor.
33. The matter of fire escapes throughout the City was ordered brought up at the next meeting for discussion.
34. Vouchers No. 17533 to 17585 inclusive were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed with the exception of Voucher No. 17566 marked "Void." Voucher No. 17545 was ordered held until the street foreman approved the bill.
35. A motion was offered by Councilman Howie, seconded by Councilman Hayman and duly passed approving Decrease No. 1018, 1019, 1023 to 1029 inclusive, omitting 1030 and approving 1031 to 1052 inclusive, omitting 1053 and approving 1054 to 1095 inclusive, omitting 1096 and approving 1097 to 1130 inclusive, omitting 1131, approving 1132 to 1161 inclusive, omitting 1162, approving 1163 to 1166 inclusive.
36. The City Treasurer was instructed to secure competitive bids on the new property forms.

The meeting adjourned at 1:30.

APPROVED:

3/9/42
Date

John E. Morris
President of Council

Walter R. Duff
Clerk

blind copy to:

The Mayor & Council of Salisbury

February 26, 1942

re: S-10

Mr. Ezra B. Whitman, Chairman
State Roads Commission
Federal Reserve Bank Building
Baltimore, Maryland

Dear Mr. Whitman:

On a recent visit to your office you requested me to notify you regarding the status of the operations undertaken by the Mayor and Council of Salisbury in connection with the proposed Salisbury By-Pass extension.

An examination of the various phases indicate that the following work has been completed:

- (1) All necessary land has been acquired and is recorded in the land records of Wicomico County.
- (2) All buildings have been removed from the right-of-way.
- (3) Water, sewerage and drainage utilities will be completed not later than March 9, 1942.

A short water main extension on the West side of the By-Pass, between E. Main Street and Old Water Street, involving approximately 350 linear feet can be constructed to a better advantage after the Contractor grades this particular area. Incidentally, this construction is in the West sidewalk area and will have no bearing on the construction of the road.

Under the circumstances herein mentioned, we will appreciate it very much if you will notify the contractor to proceed with the grading operations at the earliest possible date.

With kindest personal regards.

Sincerely yours,

CG vg

City Engineer

blind copies to:

County Commissioners of Wicomico County
✓ The Mayor & Council of Salisbury
Mr. Brady J. Dayton, Director--Civilian Defense

March 2, 1942

Mr. Marsh Gollner
Manager
Arcade Theatre
Salisbury, Maryland

Dear Mr. Gollner:

The Wicomico County Council of Civilian Defense wish to express their appreciation for your splendid cooperation in allowing us to use the Arcade Theatre on Sunday, March 1, 1942, for the purpose of showing Civilian Defense films.

We were very much gratified by the large number of persons who attended in the interest of Civilian Defense.

Again, we wish to thank you, individually and collectively, for the courtesies extended.

Sincerely yours,

Claude Gardner

Assistant Director

CG vg

City of Salisbury



MARYLAND

DEPARTMENT OF POLICE

W. J. CHATHAM, CHIEF



February 20, 1942

The Mayor & Council
City Hall
Salisbury, Md.

Gentlemen:

We, the undersigned property owners on Weldon Avenue, request your honorable body to change the name of Weldon Avenue to W. Baltimore Avenue.

<u>J. C. Hubbert</u>	<u>Mary B. Hubbert</u>
<u>James E. Truitt</u>	<u>Kathleen H. Truitt</u>
<u>Correll R. Hook</u>	<u>Ida E. Hook</u>
<u>F. A. Grier Jr.</u>	<u>Mamie Gillis Grier</u>

This represents the majority of property owners on Weldon Avenue.

OATH OF REGISTRARS OF VOTERS
OF THE CITY OF SALISBURY FOR THE YEAR
NINETEEN HUNDRED FORTY-TWO.

We, John L. Morris and Mary C. Butcher, residing in Camden Election District, in the City of Salisbury, Wicomico County, State of Maryland, do solemnly swear that we are residents and qualified voters in Camden Election District, in the City of Salisbury, State of Maryland; that we will support the Constitution of the United States; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury, and that we, severally, will fairly, faithfully and honestly perform the duties of Registrar of voters in the City of Salisbury in the year 1942, according to the best of our abilities.

John L. Morris (SEAL)
John L. Morris

Mary C. Butcher (SEAL)
Mary C. Butcher

SUBSCRIBED AND SWORN TO before me, a Justice of the Peace for Wicomico County, State of Maryland, this 25TH day of March, in the year Nineteen Hundred Forty-Two.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

OATH OF REGISTRARS OF VOTERS
OF THE CITY OF SALISBURY FOR THE YEAR.
NINETEEN HUNDRED FORTY-TWO.

We, Nellie E. Guthrie and Mollie B. Nock, residing in Parsons Election District, in the City of Salisbury, Wicomico County, State of Maryland, do solemnly swear that we are residents and qualified voters in Parsons Election District, in the City of Salisbury, State of Maryland; that we will support the Constitution of the United States; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury, and that we, severally, will fairly, faithfully and honestly perform the duties of Registrar of voters in the City of Salisbury in the year 1942, according to the best of our abilities.

Nellie E. Guthrie (SEAL)
Nellie E. Guthrie

Mollie B. Nock (SEAL)
Mollie E. Nock

SUBSCRIBED AND SWORN TO before me, a Justice of the Peace for Wicomico County, State of Maryland, this 25TH day of March, in the year Nineteen Hundred Forty-Two.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

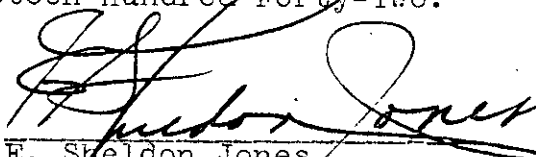
OATH OF REGISTRARS OF VOTERS
OF THE CITY OF SALISBURY FOR THE YEAR
NINETEEN HUNDRED FORTY-TWO.

We, Mildred W. Tingle and Lee C. Collins, residing in Salisbury Election District, in the City of Salisbury, Wicomico County, State of Maryland, do solemnly swear that we are residents and qualified voters in Salisbury Election District, in the City of Salisbury, State of Maryland; that we will support the Constitution of the United States; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury, and that we, severally, will fairly, faithfully and honestly perform the duties of Registrar of voters in the City of Salisbury in the year 1942, according to the best of our abilities.


Mildred W. Tingle (SEAL)


Lee C. Collins (SEAL)

SUBSCRIBED AND SWORN TO before me, a Justice of the Peace for Wicomico County, State of Maryland, this 25TH day of March, in the year Nineteen Hundred Forty-Two.


E. Sheldon Jones
Justice of the Peace.

Salisbury, Maryland

February 27, 1942

To The Council of Salisbury

WHEREAS, the registration to be held in the year Nineteen Hundred Forty-Two, is to be a general registration at which all persons must register in order to be qualified to vote at the forthcoming election and in all succeeding elections, as required by the provisions of Chapter 132 of the Acts of 1941 of the General Assembly of Maryland; and

WHEREAS, the great number of citizens to be registered will require the designation of at least one additional day for the Registrars of voters to sit, other than the last Monday of March and the first Monday of April:

THEREFORE, pursuant to the authority invested in me as Mayor of Salisbury, by Section 262 of Article 23 of the Public Local Laws of Maryland, I hereby designate Tuesday, March 31st, 1942, as an additional day for the sitting of such Registrars.

Respectively submitted,


Mayor of Salisbury.

THE MAYOR AND COUNCIL OF SALISBURY

NOTICE OF ASSESSMENT AND LEVY

Pursuant to the provisions of Sections 290 and 292 of Article 23 of the Public Local Laws of Maryland, (Flack's Edition of 1930), the Council of Salisbury hereby gives notice that The Mayor and Council of Salisbury has adopted the tax roll of the County Commissioners of Wicomico County, Maryland, for the taxable year of 1942, containing the valuation and assessment of all property subject to taxation within the taxable limits of the City of Salisbury, as required by Chapter 387 of the Acts of 1939 of the General Assembly of Maryland.

THE MAYOR AND COUNCIL
OF SALISBURY

NOTICE

OF

Assessment And Levy

Pursuant to the provisions of Sections 290 and 292 of Article 23 of the Public Laws of Maryland, (Flack's Edition of 1930), the Council of Salisbury hereby gives notice that The Mayor and Council of Salisbury has adopted the tax roll of the County Commissioners of Wicomico County, Maryland, for the taxable year of 1942, containing the valuation and assessment of all property subject to taxation within the taxable limits of the City of Salisbury, as required by Chapter 387 of the Acts of 1939 of the General Assembly of Maryland.

The Council of Salisbury at their regular meeting on Monday, March

23rd, 1942, will fix and impose the rate of taxation on all property subject to taxation by The Mayor and Council of Salisbury for the fiscal year beginning October 1st, 1942, upon the basis of the assessment made by the County Commissioners of Wicomico County, Maryland.

By order of the Mayor and Council of Salisbury, dated March 2nd, 1942.

WADE H. INSLEY, JR.,

Clerk of Salisbury.

Mar. 3.

ate of Publication

Salisbury, Md.,

Mar. 4

19*42*

is annexed

Notice of Assessment

was published in

Mar. 3, 1942

The Herald - Morning Newspapers, Inc.
Publishers of The Salisbury Times.

per McDavis

The Mayor and Council met with the County Commissioners at the Court House Tuesday evening, March 3 at 7:30. Those present were Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen Claude E. Russell, John G. Howie, Werner T. Gardner, with Albin A. Hayman absent; with President of Commissioners W. F. Messick and Commissioners W. Lee Allen, Ralph O. Dulany, Henry W. Todd, and E. R. Ennis.

1. Council President John E. Morris brought to the attention of the Commissioners the City's loss of revenue from the County and pointed out several items which had been decreased from year to year such as lateral road tax, tax on bonds, revenue from fines, etc.. The Commissioners asked the Council to prepare a list of items of lost revenue for further study and consideration.
2. The President of Council brought to the attention of the Commissioners the outstanding bills created during the recent banquet and speaking in connection with the opening of the airport which were in the amount of \$93.25.

The Commissioners with the Council appointed a committee of Commissioner Todd, Councilman Morris, Mr. Alfred T. Truitt and Mr. Clarke Gardner to discuss the bill of the hotel with the management for the purpose of securing a decrease if possible. The Commissioners agreed with the Council to pay one-half whatever the cost were determined to be.

3. The President of Council brought up the matter of funds for the Civilian Defense committee and Commissioner Dulany offered a motion which was seconded by Commissioner Allen and Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing vouchers be drawn on their respective bodies in the sum of \$100 to the the Treasurer John W. Downing of the Civilian Defense unit.
4. The matter of having this area declared a national defense area was brought before the two bodies with the idea in mind that it might aid the locality as well as the national government in having it so proclaimed.

The joint group appointed Commissioner Messick and Councilman Morris as a committee of two to contact Congressman Ward for his advise in the matter.

5. The matter of 1943 reassessment was brought up to the two groups. The President of Council asked if the Commissioners could provide for a duplicate assessment card and informed the Commissioners that the services of our Building Inspector in the reassessment would probably compensate them for this effort. The Commissioners informed the Council that they would talk the matter over with their assessor, Mr. Johnson, to see what could be done.



March 3, 1942

6. President of Council John E. Morris discussed a letter which had been received from Dr. Flack of the Legislative Council of Maryland in which he requested the information on building permits.

Councilman Morris informed the group that he thought it would be to the advantage of the City and to the County at large to request a building permit at no cost in an area about the City probably a mile zone. The reason for the requesting of the permit is that the City would then have the opportunity to study all plans, sub-divisions, etc., prior to construction in order that they might establish grades and a lining which would aid them in planning for future curb and gutter, sewers, storm water drains, probable street alignments, etc.

The Commissioners felt the idea was worthwhile and ordered that it be referred to their attorney for his opinion before any further action was taken.

7. The President of Council also recommended that the two groups endeavor to secure the use of non-relief labor at the airport in order that work might be hastened on the project and in order to have a greater amount done by spring in order to relieve some labor for general farm purposes.

The City Engineer gave a report on the amount of work accomplished so far.

Both groups felt that the idea had considerable merit and recommended that it be taken up first with Mr. Hershey of the local WPA office to see what could be done.

The meeting came to a close at 10:00 P.M.

APPROVED:

3/9/42
Date

John E. Morris
President of Council

Walter H. Dingle
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 9, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, March 9, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman and Claude E. Russell.

1. The Building Inspector reported his progress on the dog pound and showed a print of the work he proposed which he estimated the cost to be probably \$350.00. The Council instructed him to secure bids on building the pound.

He also reported bids on the felt for the table top which the Council advised him they would not accept at the time and preferred to go on with the table as it was.

2. The Chief of Police, Mr. Chatham, presented his parking meter violation report together with his weekly police report which was ordered accepted and filed.

The Chief presented two parking tickets Nos. 11361 and 11371 which were ordered excused upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

The Chief explained that firemen were parking in the "No Parking" zone in front of the firehouse, as it was their thought that this area was designed as no parking expressly to provide for their parking about the firehouse. In order to clear up the problem the Council asked for their recommendations.

Parking Ticket No. 11551 was presented and asked excused. A motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed excusing the tickets.

3. The Plumbing Inspector, Mr. James White, reported on the installation of fire spickets at the City Hall and asked if it was at the desire of the Council to place similar spickets at the fire house.

A motion was offered by Councilman Russell, seconded by Councilman Hayman and duly passed instructing the Plumbing Inspector to place two similar outlets at the two fire houses and provide them with ample hose for use.

4. The City Solicitor presented Ordinance No. 476, an ordinance changing the name of Weldon Avenue, etc. to West Baltimore Avenue.

A motion was offered by Councilman Howie, seconded by Councilman Hayman and duly passed approving the ordinance for its first reading and ordering it posted.

5. The City Solicitor reported that he had prepared an ordinance some considerable time ago to provide for placing of sidewalk on Poplar Hill Avenue and that it was his thought that the property owners had never been notified accordingly although



he did have a copy of a letter which was prepared as a sample to be written each property owner by the Clerk.

It was his recommendation that a new ordinance be drawn if it was their desire to compel sidewalk placement.

Upon a motion duly made, seconded and passed, the City Solicitor was authorized to draw such an ordinance.

6. The City Solicitor advised the Council that the building code provides that all buildings should have two means of egress and egress. Thereupon the Council discussed the whole problem of fire escapes in the City.
7. The City Solicitor presented an agreement between the Mayor and Council and W. W. Gavin relative to dyking about Mr. Gavin's property on Camden Avenue at the bridge.

Councilman Gardner offered a motion which was seconded by Councilman Hayman authorizing the acceptance of the agreement and authorizing it be signed by the necessary officials and authorized at the same time payment of \$216.66 as the City's share in the cost. *Amend to read agreement be executed before payment*

8. The City Solicitor reported on the matter of the sidewalk on Philadelphia Avenue belonging to ~~Mr.~~ William Phillips which he was instructed to look into. It was his suggestion that he be instructed and asked to repair the sidewalk before the City takes any action toward drawing an ordinance for enforcement.

The President of Council suggested that the Building Inspector call on him and ask ~~him~~ to place a new sidewalk. The suggestion was confirmed by the Council.

9. The City Engineer read a letter to the Council which he had written to Mr. Hershey of the WPA.

The President of Council, Mr. Morris, reported that he and President of Commissioners Messick had not yet been able to talk with Congressman Ward since he was out of town.

The President of Council announced that he had just arranged for a meeting with the Commissioners at the Court House for 2:30 Tuesday, March 10. The Clerk was instructed to see if Congressman Ward was in town and could attend the meeting.

10. A letter from Phillips Bros. was presented by the City Engineer and read in which they asked for permission to make a cut across Delaware Street for the purpose of laying a drain sewer from the factory to Mitchell's Pond.

In order to be more fully advised if such a drain would be satisfactory to the City's interest the Clerk was instructed by The Council to call the Health Officer, Dr. Hurdle, and ask him to make an investigation of the matter as promptly as pos-

J.M.

March 9, 1942

sible and to report to the Council giving his advice. As to whether or not the City should approve the work and grant the permit, the Clerk was at the same time instructed to write the doctor a registered letter requesting a return receipt on the same matter.

11. The City Engineer gave an estimate of the cost of a 2" water line extension northward on Lake Street which was in the amount of \$94.75. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving the above mentioned extension subject to a prior deposit of funds and the signing of an agreement which was to be prepared by the City Solicitor.
12. The City Engineer presented a letter from the State Board of Health approving his plan for a well proposed for the airport site.
13. The City Engineer presented a quotation from R. D. Grier & Sons on black out bulbs and branding irons on which the Council took no action.
14. A representative of Sharlin Bros came before the Mayor and Council to present samples of electric bulbs which he guaranteed for one year and which he advised the Council would be replaced if they were burned out within the period of one year.

The Council approved the purchase of the following:

8	1000 watts P. S. Bulbs Clear	\$4.95
2	200 watts B. O. Fixtures	2.95
6	B. O. Bulbs	.40

Less 10% 10 days

15. Vouchers No. 17586 to 17641 inclusive were read, ordered approved and signed on a motion offered by Councilman Gardner, seconded By Councilman Hayman and duly passed.
16. The minutes of the metting of March 3 with the County Commissioners and the minutes of the regular meeting of March 2 were read and both approved upon motion made by Councilman Gardner seconded by Councilman Hayman and duly passed.
17. The discussion of fire escapes again came up (previously discussed in Resolution 6) and Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to instruct the Building Inspector to order immediate placing of a temporary wooden fire escape on the Dave Wroten building on Main and Lake Streets and to change the fire escape door to provide this fire escape with a 14 foot minimum clearance above the alley.

The Clerk was instructed to so advise the Building Inspector.

Jan.

Minutes of the Mayor and Council

Page #4

March 9, 1942

18. Bids for property cards were received and presented. Further action was ordered withheld until the next meeting in order to secure the weight of the paper on which the bids were made.
19. A letter was received from the Civil Service Commission relative to employing a stenographer (A copy of the letter is attached.)

The Council approved the recommendation and ordered it complied with upon a motion offered by Councilman Howie, seconded by Councilman Gardner and passed.

20. The City Engineer requested authority to purchase flowers in the amount of \$3.00 for the funeral of Mr. Roland Cahall which was approved.
21. The City Engineer presented a request from Mr. J. James Scott on ~~Light~~ Street to clean the old sewerline or connect him with the new sewer line.

The City Engineer was instructed to inform Mr. Scott that he could connect with the new sewer with out payment of the usual permit charge.

22. The City Engineer presented a request from Mr. Harold C. Hearn on North Division Street near Philadelphia Avenue to replace a session of curb and gutter which he says has settled due to recent sewer excavations.

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed, authorizing the curb and gutter to be replaced.

23. The Mayor at the same time brought to the attention of the Council similar conditions which existed on Isabella Street at Gunby's warehouse.
24. The Clerk was instructed to prepare a voucher to the order of Baysinger's for repair order No. 9715, 9737, and 9831 for work recently done without the usual purchase order.
25. The dog catcher's report was presented, ordered accepted and filed.

The meeting was adjourned at 1:22 A.M.

APPROVED:

3/16/42
Date

John E. Morris
President of Council

Walter D. Amberg
Clerk

COMMISSION;

F. A. GRIER, Chairman

WILLIAM C. GRAY

AVERY W. HALL

88

PERSONNEL OFFICER

ALTON E. HUGHES

P. O. Box 551

City of Salisbury
CIVIL SERVICE COMMISSION
SALISBURY, MARYLAND

March 2, 1942

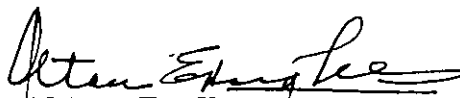
The Mayor and Council of Salisbury
Salisbury
Maryland

Gentlemen:

At the regular meeting of the Salisbury Civil Service Commission on Wednesday, February 25, I was requested to notify you that we have employed Mrs. Vivian George in the position of Stenographer to this Commission, effective February 23, 1942, at a weekly wage of Three Dollars (\$3.00) and we ask that you please pay this sum weekly to her and charge same to the funds allocated to this Commission:

At the present time we are unable to say how long we will need the services of Mrs. George; however, we will notify you when to discontinue this pay.

Sincerely yours,


Alton E. Hughes,
Secretary

AEH vg

[Handwritten notes in bottom right corner: "1-2-42", "1-2-42", "1-2-42"]

CITY HALL - SALISBURY, MARYLAND - MARCH 16, 1942

The executive session of the Mayor and Council was held at the City Hall Monday night March 16 at 11:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman, and Claude E. Russell.

1. The matter of expenditures to date were briefly discussed and the proposed income for the next fiscal year was reviewed.
2. The Mayor and Council authorized a note to be executed and signed by the Mayor and Treasurer in the amount of \$5,000 for a 90 day period at the rate of 4% to be discounted at the Farmers and Merchants Bank and proceeds deposited to the account of the General Fund.
3. A letter was presented from Virginia Taylor in which she advised the Council that Wilson Taylor had come home sick Tuesday March 3 where he was forced to remain until Monday March 9. The Council was advised that his pay for the same period was for 1½ hrs work, the total amount of \$.84.

The Council instructed the City Engineer to request a report on the matter from the foreman and the assistant foreman.

4. The matter of compensation for injured City employees was brought up and discussed and the City Engineer was instructed and authorized to fill in the compensation papers with their address given as the City Hall with the object in mind that compensation checks for these employees would come through to the City Hall and in to the employer.
5. The City Treasurer was instructed to present to the next meeting of the Mayor and Council a complete statement of all income and expenditures through the month of February together with a statement of tax accounts receivable for each year.

There being no further business the meeting adjourned at 12:20.

APPROVED:

3/23/42
Date

John E. Morris
President of Council

Wade H. Dingle
Clerk

March 11, 1942

Mr. Clark Gardner
City Engineer,

On Monday Mar. 2,

Wilson came home sick.

Tuesday Mar. 3, About noon
time he went down to
Bennett's Drug Store for
Medicine. Wednesday

Mar. 4, I called his brother
up and ask him to come
over and take Wilson to
the Doctor. From the
time Wilson came back
home he was not out
of the house again until
he went back to work

Monday Mar. 9. I called Mr.
Broughton up Tuesday of last
week and told him Wilson
was still sick and ask
him to send his check out
by one of the men. I also
sent word again on
Thursday by one of the
street department men.

Sincerely,

Virginia Taylor.

March 11, 1942

Mayor and Council
Salisbury, Maryland

Gentlemen:

Accompanied by Mr. Spring sanitary engineer for the Health Department, I made an inspection of the drainage project of the Phillips Brothers Cannery and find that their object in seeking an outlet in Cotty Cox's Branch is to keep from being blamed for all of the damage done by contamination of the river at Isabella Street.

However, it is my opinion and the opinion of Mr. Spring that to empty cannery drainage into this branch would create a nuisance which would affect the people that live along this branch and the lake into which the branch flows. This would be a much worse situation than would occur by emptying their drainage into the river at their present outlet.

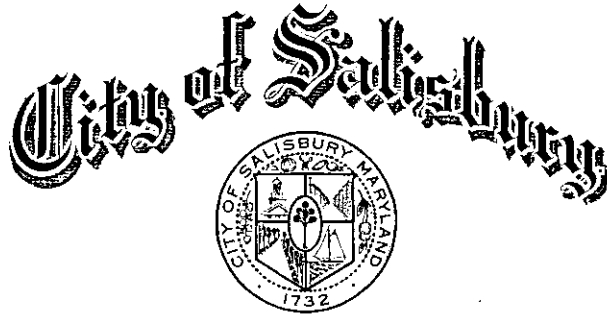
The Phillips Brothers have purchased, at great expense, a screening device which will take out all the solids from their cannery waste and will only empty into the river liquid material. Having gone to this expense, they naturally do not want to be blamed for the other wastes that go into the river at the same location and I think it only fair that the City of Salisbury make an effort to divert from this location as much of the sewerage load as possible and that, should a complaint arise next summer, a thorough investigation be conducted to ascertain whether or not the damage is done directly by the Phillips Brothers Cannery or by other wastes from our sewerage system.

It must be acknowledged that our present sewerage system taxes the river to capacity to get rid of the sewerage and that any additional sewerage emptying into the river at this point certainly is likely to cause some trouble if the flow of water over the Johnson Dam is not sufficient to oxydize the organic matter.

Yours very truly,

S. H. Hurdle, M. D.
Deputy State Health Officer
Wicomico County

SHH:LO



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Mayor of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

John E. Morris
Candidate

The above certificate, together with the filing fee of TWENTY-FIVE DOLLARS (\$25.00), was received on the 14 day of March 1942.

W. A. Ramsey
Clerk of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Mayor of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

J. Virgil Fitchers
Candidate

The above certificate, together with the filing fee of TWENTY-FIVE DOLLARS (\$25.00), was received on the 9 day of March 1942.

W. L. A. Insley
Clerk of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Councilman of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

John L. Howie
Candidate

The above certificate, together with the filing fee of FIFTEEN DOLLARS (\$15.00), was received on the 13th day of March 1942.

W. H. Insley
Clerk of Salisbury

City of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY,

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Councilman of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

Edward F. Booth
Candidate

The above certificate, together with the filing fee of FIFTEEN DOLLARS (\$15.00), was received on the 9 day of March 1942.

W. A. F. D. J.
Clerk of Salisbury

City of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942. for the office of Councilman of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

Henry M. Taylor
Candidate

The above certificate, together with the filing fee of FIFTEEN DOLLARS (\$15.00), was received on the 14 day of March 1942.

W. L. H. Donley
Clerk of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Councilman of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months.. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

Orson Rogers
Candidate

The above certificate, together with the filing fee of FIFTEEN DOLLARS (\$15.00), was received on the 14th day of March 1942.

Wade H. Insley Jr.
Clerk of Salisbury

City of Salisbury



MARYLAND

CERTIFICATE OF NOTICE

TO THE HONORABLE THE MAYOR AND COUNCIL OF SALISBURY.

I hereby request you to place my name on the City Ballot to be voted on Tuesday, April 14th, 1942, for the office of Councilman of The Mayor and Council of Salisbury.

I hereby certify that I am a taxpayer and qualified voter of the City of Salisbury, and have been for the past twelve months. I am affiliated as a Democrat on the Registration Books of the City of Salisbury.

Clifford H. Druepp
Candidate

The above certificate, together with the filing fee of FIFTEEN DOLLARS (\$15.00), was received on the 14 day of March 1942.

W. H. Druepp
Clerk of Salisbury

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1

(Signature or name of addressee)

2

(Signature of addressee's agent - Agent should enter addressee's name on line ONE above)

Date of delivery March 10, 1942

U. S. GOVERNMENT PRINTING OFFICE 10-42421

March 10, 1942

Dr. Seth H. Hurdle
Health Center
Locust Street
Salisbury, Maryland

Dear Sir:

The Mayor and Council last night received a letter from Phillips Bros., canners, requesting permission to lay a drainage sewer line from their factory across Delaware Street. It was explained that this sewer was to be used for drainage from their factory.

Before the City would grant this permit they felt it should be investigated by the proper health authority and therefore directed me to write you to request if you would investigate this proposed work at the earliest possible moment and give them the benefit of your opinion on granting the permit.

Very truly yours,

Wade H. Insley, Jr.
Treasurer

WHI:njw

cc: Minutes of the Mayor and Council

Registered Letter
Return Receipt

CITY HALL - SALISBURY, MARYLAND - March 16, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, March 16, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman and Claude E. Russell.

1. The minutes of March 9 were read and approved after amending Section 7 to read "the agreement be excuted before payment." The motion was offered by Councilman Russell, seconded by Councilman Gardner and passed.
2. Police Chief Chatham presented his monthly consolidated report together with his weekly daily reports which were both ordered accepted and filed upon a motion made by Councilman Hayman, seconded by Councilman Gardner, and duly passed.

Councilman Russell presented a request in behalf of the Merritt Upholstery Shop on Baptist Street for a no parking space in front of their new location on Baptist Street. He explained the store front which they now occupy is their only means of entering the building with their truck.

The Police Chief informed the Council he would take it up with the Traffic Commission for advice on a remedy.

3. The Building Inspector, Mr. Hastings, informed the Council he had received bids on the construction of the new dog pound but withhold their presentation awaiting additional bids.

The Building Inspector presented a letter to the Mayor and Council reporting that he had called on Mrs. William Phillips in regard to the replacement of the sidewalk on Philadelphia Avenue and that she had informed him that she did not have the money to replace the sidewalk and that if the City wanted to change it they would have to do so at their own expense.

The prospect of removing the sidewalk and replacing it with lower grade was discussed and the City Engineer was authorized to secure an estimate on this work and send it to Mrs. Phillips.

4. Mr. F. L. Insley, the Harbor Master, reported by phone that he was still awaiting the call of Mr. Weidner of the State Conservation Commission for a final inspection on the river.
5. The Plumbing Inspector, Mr. White, presented the following bids for cast iron and steel now at the City Yard:

	Cast Iron	Steel	
George Vickers	.87	.67	Per
Salisbury Iron & Steel Scrap	.85	.67	
Hyman Stein	.80	.65	Hundred
R. D. Grier	.75	.40	



Councilman Gardner offered a motion which was seconded by Councilman Hayman which was passed to sell the scrap material to the highest bidder, George Vickers.

6. Ordinance No. 476, an ordinance changing the name of Weldon Avenue, etc. to W. Baltimore Avenue was presented by the City Solicitor for final approval by the Council.

Councilman Hayman offered by motion, seconded by Councilman Howie and duly passed to approve the above mentioned Ordinance 476.

7. Ordinance No. 477, an ordinance to repeal Ordinance No. 430 entitled, "an ordinance to grade, pave, and repair the sidewalks on both sides of Poplar Hill Avenue from Market Street to Broad Street, etc." was presented by the City Solicitor.

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to approve the Ordinance for its first reading.

8. The City Engineer reported he had arranged for a meeting with the WPA in Baltimore on Friday March 30 at 2:00 P.M.
9. The City Engineer presented an alternate plan for the junction of North Division Street and the new By Pass. Mr. J. L. Mintines representing the State Roads Commission had reviewed this alternate plan and recognized its advantage and personally approved it.

This new plan provided for a new lane through the section separating the By Pass and North Division Street at Livingston Street in order to provide an outlet for that street. This plan further contemplated the opening of Union Street through to the By Pass.

The City Engineer also gave the Council the proposal to request a safety island and grass spot in the center section of the By Pass at Church Street in order to provide a safer means for pedestrians to cross the 70 foot width of the By Pass Highway.

The Council approved both plans and Councilman Gardner offered a motion, seconded by Councilman Hayman and duly passed, to rescind all other provisions to the contrary previously passed.

10. The City Solicitor presented an agreement between the City and the Larmar Corporation providing for an extension of the City's water main northward on Lake Street. The Council approved the agreement and authorized it signed since the Company has already deposited the proposed cost. Their approval, however, would allow for a rebate if the deposit was in a greater amount than the actual cost was determined to be.

Refund
JSM

11. The City Engineer reported on their order for sirens from the American LaFrance Company. He reported that they now had found that they could receive shipment.
12. The bill of W. Wuastin Moore, Sr. was presented in the amount of \$6.00 for 300 cards "Sand for Fire Bombs". The bill was ordered paid.
13. Superintendant of the Water Department presented their final report for the month of February which was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
14. The City Engineer presented two bids as follows:
 - (1) Mexican Petroleum Company
10,000 gallons RC 2 Ashphalt delivered .08 $\frac{1}{2}$
per gallon
 - (2) John R. Hitchens, Inc.
10,000 gallons RC 2 Ashphalt delivered .09
per gallon

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing purchase from the lowest bidder.

15. The City Engineer presented bids from U. Morris Shockley Distributor for the Tropical Paint and Oil Company and Arthur P. Richardson, Representative of the Panther Oil and Grease Company, Forth Worth, Texas, for street-marking paint. The City Engineer was instructed to hold the quotations for further bids.
16. The City Engineer read a letter from Dr. Seth H. Hurdle of the State Health Department reporting an investigation of the proposed drainage project of the Phillips Brothers Co. into Cotty Cox's branch.

A full copy of his letter is attached to the minutes. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Engineer to write the Phillips Bros. Co. in regard to the matter.
17. Parking ticket No. 11651 issued to Olaf Dahlstrom while on City's business was ordered excused upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
18. Applications for ~~the~~ job in the Street Department were received from Raymond Davis, Brown Street, City and Roger Purcell, Franklin Street, City. The Council ordered them referred to the Civil Service Commission.
19. The City Engineer discussed a proposed method to protect the City's Pumping Station and wells with fences about the property.

JMA

March 16, 1942

He was authorized to secure bids or quotations on the proposed fence.

20. The City Engineer requested approval for purchase of three books for the use of his department in the total amount of \$6.45 from the McGraw Hill Book Company, 330 West 42nd St., New York.

The request was approved and authorized.

21. After some discussion in the matter of purchase orders, Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed setting up the following as a system for securing purchase orders and having them approved and the bills for the payment approved.

The foreman is instructed first to present his request of the items for order to the Clerk in charge of ordering. A copy of the order is to follow the bill to the department head for review. The bill is to be approved by the foreman requesting the purchase.

It is directed that these types of orders be limited to sums of \$10.00 or less

22. The City Clerk presented to the Mayor and Council the formal certificates of notice for the candidates for Mayor which were as follows:

John E. Morris

I. Virgil Hitchens

together with the certificate of notice of all of those people filing as candidates for the office of Councilman which were:

John G. Howie
Edward Booth
Hilary Taylor

Oscar Bozman
Clifford Duffy

The signed copies of the certificate of notice is attached and is a part of the minutes.

23. The City Solicitor was authorized and instructed to investigate the qualifications of each candidate and report the result to the Mayor and Council at the next regular meeting.
24. Bids on the printing of assessment report cards were received as follows:

Salisbury Advertiser	10,000	\$85.00
Eugene Messick	10,000	85.00
W. Austin Moore, Sr.	10,000	97.50
J. Ryland Taylor	10,000	95.00
Hastings Bros. Co.	10,000	75.00

JEM

March 16, 1942

The aforementioned quotations were for printing on 140 pound stock paper in three colors. A motion was made by Councilman Hayman, seconded by Councilman Gardner and duly passed authorizing the purchase of the above mentioned cards from the lowest bidder, Hastings Bros. Co.

25. The matter of inspecting the dog truck prior to ordering license was discussed. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed approving the acceptance of an estimate of \$15.00 by Mr. Jim Gordy for necessary repair work to the dog truck which are required for inspection. It was understood that Mr. Gordy would provide for the inspection sticker at the same time.
26. The dog catcher's weekly report was presented, ordered accepted and filed.
27. A bill from Dr. William Murphy was presented in the amount of \$90.45. Upon a motion offered by Councilman Hayman seconded By Councilman Howie and duly passed, the bill was approved and ordered passed.
28. The Clerk advised the Council that the new registrations books had been received. The Council instructed the City Solicitor to check through them for approval.
29. Vouchers No. 17643 to 17678 were read and authorized approved and signed upon a motion made by Councilman Gardner, seconded by Councilman Hayman and duly passed.

The meeting adjourned at 11:30.

APPROVED:

DATE 3/23/42

John E. Morris
President of Council

Wade H. Dwyer
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 23, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, March 23, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman with Claude E. Russell absent due to illness.

1. Mr. Carroll Simpson and Mr. Harry Gafford and Mr. Calvin White came before the Mayor and Council and asked if Bell Avenue, the street in front of their property, could be paved.

The President of Council informed them that the Council would consider the matter and do whatever they could toward surfacing it as soon as possible.

2. The minutes of March 16, 1942 were read and approved after amending Section 10 to read "refund" instead of "rebate."
3. The Police Department's weekly report was presented and ordered accepted and filed.

The Chief reported he had taken up the matter of the no parking signs in front of the Merritt Upholstery Shop with the Traffic Commission who were now considering the problem.

The Chief of Police informed the Council that Martin & Schwartz had requested him to ask the Council to provide for herringbone parking on the north side of College Avenue in front of their property.

The Council ordered this matter referred to the Traffic Commission.

4. Councilman Howie brought up the matter of unlicensed dogs running freely about the City. The Council discussed the problem for some little time.
5. The Building Inspector reported he had obtained three bids for the construction of the new dog pound.

He was instructed to hold these until the next week. During this time he was to secure any other additional bids he could.

6. The Harbor Master, Mr. F. L. Insley, presented a letter written to the B. & E. Railroad Co., 15 North 32nd Street, Phila., Pa. in which he insisted that their river front property on the north prong of the river beside the Wm. E. Sheppard & Co. warehouse be put in good repair.

The letter also insisted that the old steam boat wharf property be likewise repaired. (A copy of the letter is attached to the minutes.)

7. Mr. James A. White reported the sale of the old iron and steel in the City Yards for the sum of \$99.30.

He also reported that Mrs. Ralph Burbage of Truitt Street had

JEM.

March 23, 1942

notified him of 2 spicketts which she had recently placed in the basement of her property which she had done without the usual permit.

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, he was instructed to have her file the usual forms which he was to turn over to the Water Department for billing purposes.

8. The City Engineer reported the receipt of a request from Mrs. Cole for the extension of a sewer down ~~to~~ Cole's Circle in order to provide facilities for Lots Nos. 6 and 9 which she had recently sold. She explained to the City Engineer that she would, if it were necessary, share the cost of this extension if she could be given some agreement for refund as the buildings were built. His estimate of the cost was \$375.00.

The Council instructed the City Engineer to inform Mrs. Cole that the City would place the sewer there under an agreement with her providing for refund within six months or that they would build it as soon as possible if funds were available from the 1940 Sanitary Sewer issue. He was authorized to accept either proposition.

9. The City Engineer presented a letter from Mr. Harry Disharoon of the Garbage Department asking for one year's leave of absence in order to take a new job.

The request was ordered referred to the Civil Service Commission.

10. The City Engineer presented a memorandum from Mr. A. P. Isakson, street foreman, which said he was not aware of Mr. Wilson Taylor's recent illness and consequently reported him as absent.

Since the Council had been informed that Mr. Taylor was absent due to illness, Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed instructing the Treasurer to pay him in accord with recent rulings and mark him absent because of illness on the records.

11. A letter from Mr. Joseph Moore on Priscilla Street was received requesting employment with the City.

The letter was ordered referred to the Civil Service Commission.

12. A request was received from the Citizens Gas Company asking for a permit to construct a 2" high-pressure gas main on the east side of the Salisbury By-Pass between Maylor Street & Calloway Street and also an inter-connecting line across the By-Pass to Livingston Street for a distance of approximately 1,170 feet in accord with a plan which they presented. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the issuance of Permit No. G-130 insofar as the jurisdiction of the Mayor and Council would apply. (A copy of the permit is attached to the minutes.)
- 

March 23, 1942

13. A letter was received from Mr. Paul Downing in which he quoted the price of \$207 for replacing the sidewalk in front of the William Phillips property on Philadelphia Avenue.

The same letter also quoted on the replacement of the section of curb and gutter on North Division Street in front of the Hearn property at 80¢ per foot for approximately 15 feet.

The sidewalk quotation was ordered given to Mrs. Phillips. The City Solicitor was instructed to write Mrs. Phillips to inform her that the sidewalk must be placed or it would be placed by the City and charged to her tax account. There was no action on the curb and gutter.

14. The City Solicitor was asked to report to the Council at the next meeting on Lehigh Avenue informing them if it were a private street or public property.
15. The City Engineer reported he had written Phillips Bros. informing them that they City would not grant the recent request for a sewer line to Cotty Cox's Branch inasmuch as the Health Department would not permit the discharge of drain water into that branch. (A copy of the letter is attached to the minutes)
16. The City Engineer reported he had investigated Shelthorn Dam property and recommended that the gates be rebuilt and that an overflow dam be placed on the upper end of the road.

He presented the following bids on the construction of a four-foot head of water timber dam.

Nock Construction Company	dam	\$1,000
Laws Construction Company	(4 ft.)	\$1,423
Laws Construction Company	(3 ft.)	\$1,350

He was instructed to hold the bids and secure new ones from all bidders available on the Eastern Shore for a new dam for a 6 foot head of water since the City Solicitor advised the Council that it would be necessary to maintain this height frequently during the year in order to maintain the rights

17. Reverend Stewart came before the Mayor and Council and gave them an invitation to attend the opening of the Community Center at 3:00 Sunday afternoon.

He asked if the City would assume the parking problem. This matter was referred to the Chief of Police and the Traffic Commission.

18. Mr. Fred A. Grier came before the Mayor and Council in behalf of the Fire Department and asked the City to provide for a minimum capacity of 15,000 gallons of water per minute. He



March 23, 1942

said that it was essential that these emergency or auxiliary wells be placed since one bomb or other mishap could destroy the whole City's water system. He further pointed out that these auxiliary wells be used for station pumps or fire engines to pump water directly into the City's water mains for domestic consumption and other use.

The President of Council pointed a committee of Mr. Grier, the Chief of the Fire Department, Mr. Disharoon, and the City Engineer to investigate the matter and ^{secure} well estimates and to report back to the Council for further action. *and secure*

19. Mr. C. L. Dickinson of the Traffic Commission came before the Mayor and Council and presented the following report:

The Red Star Motor Coaches, Inc. requests loading and unloading curb space adjacent to the factories of the Manhattan Shirt Co. and the Liebovitz Shirt Co. They have instituted a bus service for out of town employees of these companies and during their unloading and especially their loading periods, they often find it necessary to park their buses in the traffic lanes of the street. This, of course, seriously hampers the movement of traffic.

To correct the situation at the Manhattan factory, we the Traffic Commission, recommend that the space on the west side of Poplar Hill Ave., between Calvert St. and the alleyway separating the wings of the Manhattan building, be marked "bus stop" and the curb be painted red and if signs will be necessary to make this effective, we recommend they be erected. Note: Parking is now prohibited on both sides of Poplar Hill Ave., between Water Street and East Main Street.

We recommend the Liebovitz situation be taken care of as follows: Reserve a space on the South side of E. Main Street for the loading and unloading of buses. This space to begin at Monument Street and extend eastward fifty feet. That signs be erected to read "bus stop no parking." The signs to make these recommendations effective to be furnished by the Red Star Motor Coaches, Inc.

Councilman Hayman offered a motion which was seconded by Councilman Gardner and duly passed authorizing the acceptance of the recommendation.

20. A letter from the American Red Cross written by Mrs. Iris White Walton, Executive Secretary, in which she requested seventeen copies of the City map. The City Engineer was



authorized to furnish these maps.

21. The City Engineer presented a certificate to the Mayor and Council pursuant to the provision of an agreement executed between W. W. Gavin and Mayor and Council and Wicomico County Commissioners in which he said that a visual inspection of the work revealed that the construction was in accord with standard construction methods and was accepted as satisfactory. (A copy of the letter is attached to the minutes.)
22. The City Engineer presented a letter from John W. Downing relative to the loss of rent he had suffered at his property located at 2002 North Division Street due to the By-Pass construction operations there.

The City Engineer was authorized to inform him that the contract was now in the hands of Phillips Bros. and that they feel that conditions would very soon be remedied.

23. The City Engineer presented Purchase Order No. L-2 for a quantity of street sweeper repair parts in the amount of \$490.82 which was approved from a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed. The motion at the same time authorized the President to sign the priority thereon.
24. The City Engineer presented Purchase Order No. L-4 for a quantity of steel brush wire in the total amount of \$302.00 which was authorized approved and signed by the President upon a motion offered by Councilman, seconded by Councilman Howie and duly passed.
25. The City Engineer brought to the attention of the Mayor and Council a letter from the State Roads Commission in which they forwarded a certificate showing the State Roads Commission as debtor to the Mayor and Council in the amount of \$4,075.93, the same being the City's share of the lateral road tax in accord with Chapter 888, Acts of 1941, which money is to be spent for the sole purpose of street repairs and maintenance.

The letter further requested the City to certify that the bill was just and correct and the payment thereof had not been received and have it returned for payment. A motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed, authorizing the necessary City officials to sign the above mentioned bill.

26. The Mayor and Council authorized a meeting of the Mayor and Council for Wednesday night at 8:00 o'clock for the purpose of the preparation of a new budget. The motion was offered by Councilman Gardner, seconded by Councilman Howie and duly passed.



Minutes of the Mayor and Council

Page #6

March 23, 1942

27. The President of Council appointed a committee consisting of Councilmen Gardner and Hayman, the City Solicitor and the City Treasurer for the purpose of making a detailed list of the revenues which the City had lost in the last few years due to change in local laws such as, lateral road tax, etc.
28. Parking ticket No. 11180 was presented together with \$1.00 in payment thereof.
29. The City Engineer presented a memorandum from the Building Inspector relative to the toilets at the ship yard.
30. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the placing of curb and gutter on East Main Street in front of the property on which the owners had posted their share of the cost.
31. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the resurfacing of Glen Avenue, North Pinehurst Avenue and the purchase of 1,000 gallons of asphalt applied. The purchase was chargeable to the special street fund.
32. A list of bids on hydrant paint and street marking paint was presented. Purchase of five gallons of hydrant paint at \$3.75 per gallon was authorized from the Burch Paint Company.
33. A letter from Brady J. Dayton, Director of the Wicomico County Civilian Defense Council was received in which he requested an appropriation of \$6,000 from the governing bodies in the county for the use of the Civilian Defense Council. A copy of the letter is attached to the minutes.
34. The City Engineer reported the receipt of a check from the Board of Education which was to pay for the extension of the sewer to their new school on the Ocean City Road.
35. The City Engineer reported that he had been informed that the drainage plan at the new airport would have to be revised and changed and that he felt that this change was unwarranted and explained his reasons to the Council. A motion was offered by Councilman Hayman seconded by Councilman Gardner and duly passed authorizing him to go to New York if necessary to contact the proper officials and explain to them that this change would cause considerable delay and was not in the best interest of the project.
36. A motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed to reimburse members of the Council for their recent trip to Baltimore in the interest of the By-Pass and the airport.
37. Voucher No. 17642 and Vouchers No. 17679 to 17713 inclusive



were read and approved for payment. A motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.

38. The City Solicitor presented a report of the qualifications of the candidates for the office of Mayor and City Council in which he stated he believed they were all qualified.
39. Pursuant to the Provisions of Section 282 of Article 23 of the Code of Public Local Laws of Maryland, Flack's Edition of 1940, the Mayor and Council of Salisbury on Monday, March 23, 1942 made the levy for the fiscal year beginning October 1, 1942 upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and unanimously passed as follows:

There was levied for General purposes under Section 291 of Article 23 the sum of \$109,390.27, the same being at the rate of sixty-five cents per hundred on the assessable property in the City of Salisbury.

There was levied for the purpose of the payment of Interest on Bonded Indebtedness and for the Retirement of Bonds under the several Ordinances of The Mayor and Council of Salisbury the sum of \$58,902.45, the same being at the rate of thirty-five cents per hundred on the assessable property in the City of Salisbury; making a total Tax Rate for the fiscal year beginning October 1, 1942, of one dollar (\$1.00) per one hundred dollars of assessable property.

- 
40. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Clerk to rent the Dale Adkins property to Mr. Sam Carey at the rate of \$40.00 per month payable in advance.
 41. The matter of a decrease in taxes on the Memorial Building of the Trinity Methodist Episcopal Church, South was brought before the Mayor and Council.

Since the property was not being taxed by the Commissioners its decrease from the City books was authorized.

42. Councilman Howie offered a motion which was seconded by Councilman Hayman duly passed to decrease Decrease Nos. 1167 to 1277 inclusive except Nos. 1182, 1195, 1227, 1267 and to approve Increases No. 447, to 600 inclusive except Nos. 447, 466, 468, 469, 575, 576, 577, 579, ~~582~~, 580, 581, 591, 592, 593, 596, 598, 599, 600 since these were marked "Void."

Minutes of the Mayor and Council

Page #8

March 23, 1942.

43. The dog catcher's weekly report ending March 21 was presented which showed 17 dogs picked up, etc., and ordered accepted and filed.
44. The minutes of the executive session of March 16 were read and approved upon a motion offered by Councilman Howie and seconded by Councilman Hayman and duly passed.

The meeting adjourned at 12:00.

APPROVED:

3/30th / 1942.
Date

John E. Morris,
President of Council

Wade H. Dingley
Clerk

Original

MAYOR & COUNCIL - SALISBURY, MD.

CONTRACT NO. DATE March 23-42STREET Report on time for Mr. Wilson Taylor

TYPE OF CONSTRUCTION

COST OF MATERIAL USED IN CONSTRUCTION

Quantity	Description	Unit Price	Total
	After 1 1/2 hours of work, on Monday March 2-42 Wilson Taylor left the job sick.		
	Not knowing his condition I marked the time of the time book that week.		
	Since that time I have learned that he was home sick in bed that week and till the morning of March 9 th when he returned to work.		

FOREMAN

APPROVED

Engineer



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

March 23, 1942

re: E-2

The Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

This is to certify that I have examined that section of a bulkhead installed by the Nock Construction Company at the intersection of the bridge abutment and the West property line of Camden Avenue abutting the property of W. W. Gavin. The visual inspection revealed that this work was constructed in accordance with standard construction methods and is herewith accepted as satisfactory.

I would like to call your attention to the fact that a section of the sidewalk area, between the West street line of Camden Avenue and the front of a building owned by W. W. Gavin, does not have sufficient earthen fill and compaction to properly support the concrete slab. The same condition applies to a section of public sidewalk area beginning at the South bridge abutment and continuing for an approximate distance of eight (8) linear feet.

This certification is pursuant to the provisions of an agreement executed by and between W. W. Gavin, The Mayor and Council of Salisbury, and the County Commissioners of Wicomico County.

Sincerely yours,

City Engineer

CG vg

✓ Mayor and Council Meeting of March 23, 1942

March 19, 1942

P-7

Phillips Brothers
Salisbury
Maryland

Gentlemen:

Your application of March 7 requesting permission to lay pipes across Delaware Street, discharging water from the separator into Coty Cox Branch, was placed before the Mayor and Council at their meeting held on March 9.

At this meeting the City Clerk was authorized to place this matter before the State Department of Health. Under date of March 11 a reply was received from Doctor Seth H. Hurdle, copy of which is attached.

The Mayor and Council appreciates the fact that your concern gives employment to several persons in the community and, further, that the canning operations are essential in the interest of National Defense.

Inasmuch as the Health Department will not permit the discharge of drain water from the separator into Coty Cox Branch, we will appreciate any suggestions you have to offer in providing an alternate point of discharge.

Sincerely yours,

THE MAYOR AND COUNCIL OF SALISBURY,

CG vg
encl.

City Engineer

March 19, 1942.

re: C-4

GAS PERMIT NO. G-130 --

This is to certify that the Citizens Gas Company of Salisbury, Maryland are permitted to construct a 2-inch high pressure gas main on the East side of Salisbury By-Pass, between Naylor Street and Calloway Street; also, an interconnecting line across the By-Pass to Livingston Street; for a total approximate distance of 1170 feet, in accordance with plan attached, entitled

"CITIZENS GAS COMPANY, SALISBURY, MARYLAND
PROPOSED GAS MAIN EXTENSION
SALISBURY BY-PASS R/W

March 17, 1942
Scale: "As Shown"

This permit is granted insofar as the jurisdiction of the Mayor and Council applies.

By Order of

The Mayor and Council of Salisbury, Maryland --

APPROVED:

City Engineer

CG vg
encl.

March 20, 1942

B. & E Railroad Company
15 North 32nd Street
Philadelphia, Pennsylvania

Gentlemen:

On August 26, 1940, I wrote you with reference to property you own along the Nicomico River. A copy of that letter is enclosed herewith.

Up to this time there has been no repairs made. The property on the North prong of the river has caved in in several places to such an extent that it has become very dangerous, especially in the vicinity of W. E. Sheppard & Company warehouse, along which you have a siding. This particular property is washing out, thereby causing the land between the bulkheading and your railroad siding to settle.

I must insist that both this property and the old steamboat wharf property be put in good repair.

Thanking you in advance for your prompt attention.

Yours truly,

Harbor Master

cc: Minutes

THE MAYOR AND COUNCIL
OF SALISBURY

NOTICE OF LEVY

Pursuant to the provisions of Section 282 of Article 23 of the Code of Public Local Laws of Maryland, (Flack's Edition of 1930), I, Wade H. Insley, Jr. Clerk of Salisbury, hereby give notice that at a meeting of the Mayor and Council of Salisbury held on Monday, March 23, 1942, the Council of Salisbury made the levy for the fiscal year beginning October 1, 1942 as follows:

There was levied for General purposes under Section 291 of Article 23 the sum of \$109,390.27, the same being at the rate of sixty-five cents per hundred on the assessable property in the City of Salisbury.

There was levied for the purpose of the payment of Interest on Bonded Indebtedness and for the Retirement of Bonds under the several Ordinances of The Mayor and Council of Salisbury the sum of \$58,902.45, the same being at the rate of thirty-five cents per hundred on the assessable property in the City of Salisbury: making a total Tax Rate for the fiscal year beginning October 1, 1942, of one dollar (\$1.00) per hundred dollars of assessable property.

By order of the Mayor and Council of Salisbury, dated March 23, 1942.

WADE H. INSLEY, JR.
Clerk of Salisbury

March 24

Certificate of Publication

Salisbury, Md.,

Mar. 24 19 42

WE HEREBY certify that the annexed

Notice of Levy

was published in

THE SALISBURY TIMES on

March 24, 1942

The Brush-More Newspapers, Inc.
Publishers of The Salisbury Times.
per W.H.O.

THE MAYOR AND COUNCIL OF SALISBURY

NOTICE OF LEVY

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By order of the Mayor and Council of Salisbury, dated
March 23, 1942.

Wade H. Insley, Jr.
Clerk of Salisbury.

SCHEDULE OF ANTICIPATED
REVENUE
Oct. 1, 1942 - Sept. 30, 1943

GENERAL FUND

ASSESSABLE BASIS

Real Property	\$14,137,012	
Personal Property	1,055,920	
S. T. C. " (Est.)	<u>3,506,259</u>	
Total		\$18,699,191

INCOME FOR GENERAL PURPOSES

1942 Taxes on Real & personal property:		
\$18,699,191 @ 65¢ per C.	\$121,544.75	
Less 10% Reserve for loss	<u>12,154.47</u>	
		\$109,390.27

Other Sources:

Bank Stock	\$ 2,500.00	
State of Maryland Income Tax	3,000.00	
Board of Education - Policing	500.00	
Licenses	1,200.00	
Building Permits	1,500.00	
Franchise Tax	1,000.00	
Interest on Delinquent Taxes	5,000.00	
Street Repairs & Assessments	250.00	
Filing Fees & Elections		
Water Department Office Rent	1,200.00	
Miscellaneous Income	<u>3,500.00</u>	
		<u>19,650.00</u>

Total Income for General Purposes	\$129,040.27
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INCOME FOR SINKING FUND

1942 Taxes on Real & Personal Property		
\$18,699,191 @ 35¢ for C	\$65,447.16	
Less 10% Reserve for loss	<u>6,544.71</u>	
	\$58,902.45	
Estimated Rent from By-Pass Property	<u>1,500.00</u>	

Total Income for Sinking Fund Purposes	60,402.45
--	-----------

TOTAL REQUIREMENTS FOR SINKING FUND PURPOSES

Total Bond & Coupon Redemptions	\$58,997.50	
Maximum Interest Charges on By-Pass		
Highway Utility Notes	<u>960.00</u>	

Total Requirements for Sinking Fund Purposes	<u>59,957.50</u>
--	------------------

SURPLUS

\$ 240.00

APPROVED:

DATE _____

PRESIDENT OF COUNCIL _____

Clerk _____

GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 to FEBRUARY 28, 1942

INCOME

Taxes	Total	Sinking Fund	General Fund	
1942	\$ 3.68			
1941	62,331.12			
1940	12,448.90			
1939	6,756.37			
1938	3,403.35			
1937 & Prior	2,657.97			
Interest	3,402.90			
Total	<u>\$91,004.29</u>	<u>\$31,852.91</u>	<u>\$59,151.38</u>	\$59,151.38

OTHER INCOME

Street Repair Assessments	\$ 75.25		
Miscellaneous Income	3,831.51		
Licenses	941.51		
Building Permits	495.25		
Over & Short	- 2.67		
Franchise Tax	767.00		
Board of Education - Policing	333.35		
Bank Stock Tax	2,669.93		
State of Maryland Income Tax	494.37		
Notes Payable (\$10,418.95 & \$322.23)	<u>10,741.18</u>		20,347.28

RECOVERED EXPENDITURES

Special Street Fund	700.00	
Public Improvement Fund	1,500.00	
By Pass Utilities	103.40	
Water Department	<u>151.81</u>	<u>2,455.21</u>

TOTAL CURRENT COLLECTIONS

\$81,953.87

1941 Advance Tax Collections held in
special account for Oct. 1, 1942

51,869.22

TOTAL RECEIPTS FOR THE PERIOD

133,823.09

Balance in bank and on hand Oct. 1, 1941

76,234.50

TOTAL

\$210,057.59

DISBURSEMENTS

Budget Expenditures

General Government	\$ 4,568.29	
Department of Public Safety	20,204.74	
Department of Health	125.00	
Department of Public Works	23,388.85	
Public Properties	2,401.72	
Public Improvements	20,189.14	
Capital Equipment	600.00	
Miscellaneous (Dog Catcher's Salary)	<u>696.18</u>	\$ 72,174.42

Other Expenditures

Water & Sewer Connections	\$ 1,200.10	
Loans from Water Department	4,678.97	
Paid on Bank Loans	35,000.00	
Misc. Refunds & Expenses	215.47	
By Pass Highway Utility Account	<u>5,169.10</u>	46,263.64
		<u>\$118,438.06</u>

To General Fund, 1941 Advance Tax Collection

held in special account	51,869.22	
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To Sinking Fund, 1941 Advance Tax Collec-
tion held in special account

<u>27,929.58</u>	<u>79,798.80</u>
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TOTAL DISBURSEMENTS

\$198,236.86

Cash on hand and in bank Mar. 1, 1942

11,820.73

TOTAL

\$210,057.59

MAYOR AND COUNCIL OF SALISBURY, MARYLAND

TAX ACCOUNTS RECEIVABLE
as of March 1, 1942

	Total Assessment	Total Collected	Percent of Collection	Balance
1941	\$184,941.91	\$142,163.79	77%	\$ 42,778.12
1940	184,106.09	156,583.92	85%	27,522.17
1939	174,835.35	160,024.90	91%	14,810.45
1938	160,121.28	151,718.23	94%	8,403.05
1937				4,537.68
1936				2,318.76
1935				1,185.18
1934				655.34
1933				24.88
1932				70.52
1931				2.50
				<u>\$102,308.66</u>
TOTAL				

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-42
(Allocation for General Expenses)

ACCT. NO. 1 - GENERAL GOVERNMENT:

	1941-1942 Budget	Spent to 2-28-42	Balance
<u>Acct. No. 10 - Legislative Branch:</u>			
110.1 Salaries - Mayor and Council	\$ 2,100.00	\$ 875.00	\$1,225.00
110.2 Expenses - Mayor and Council	300.00	50.04	249.96
110.3 Elections & Registrations	800.00	50.00	750.00
	<u>\$ 3,200.00</u>	<u>\$ 975.04</u>	<u>\$2,224.96</u>

Acct. No. 11 - Department of Finance:

111.1 Salary - Clerk-Treasurer	\$ 2,400.00	\$1,000.00	\$1,400.00
111.2 Salaries - Clerks	2,300.00	\$ 910.66	\$1,389.34
111.3 Stationery & Printing	600.00	286.86	313.14
111.4 Advertising & Printing	500.00	225.10	274.90
111.5 Bond - City Treas. Office	812.50	45.00	767.50
111.6 Telephone Clerk's Office	75.00	29.96	45.04
111.7 Auditing	1,500.00		1,500.00
111.8 Assessments	200.00	73.72	126.28
111.9 Compensation	100.00	9.56	90.44
	<u>\$ 8,487.50</u>	<u>\$2,580.86</u>	<u>\$5,906.64</u>

Acct. No. 12 - Legal Department:

112.1 Salary - City Solicitor	\$ 400.00	\$ 166.65	\$ 233.35
112.2 Legal Expenses	1,000.00	127.50	872.50
	<u>\$ 1,400.00</u>	<u>\$ 294.15</u>	<u>\$1,105.85</u>

Acct. No. 13 - Miscellaneous Expenses:

113.1 Interest on Temporary Loans	\$ 1,000.00	\$ 355.56	\$ 644.44
113.2 Membership - Chamber of Commerce	25.00	35.00	-10.00
113.3 Donation - Public Library	160.00		160.00
113.4 Donation - Salvation Army	150.00	62.50	87.50
113.5 Donation - Boy's Band	200.00	200.00	
113.6 Civil Service Commission	300.00	65.68	234.32
	<u>\$ 1,835.00</u>	<u>\$ 718.74</u>	<u>\$1,116.26</u>

ACCT NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1 Custodian	\$ 6,370.00	\$2,684.60	\$3,685.40
214.2 Convention Fund	3,000.00		3,000.00
214.3 Accident Insurance	685.38	300.00	385.38
214.4 Fire Insurance on Bldg.	51.25	75.00	-23.75
214.5 Fuel & Coal	700.00	555.80	144.20
214.6 Cleaning Bedrooms	100.00	60.00	40.00
214.8 Laundry	250.00	83.55	166.45
214.9a Gas-Hot Water Heater	75.00	87.29	-12.29
214.10 Oil & Gasoline Fire Trucks	500.00	119.13	380.87
214.11 Repairs to Building	200.00	171.92	28.00
214.12 Repairs to Equipment	746.00	120.30	625.70
214.13 Supplies	400.00	480.18	-80.18
214.14 Telephone	175.00	84.87	90.13
214.15 Fire Prevention & School	125.00	134.50	- 9.50
214.16 Salary - Chief	200.00	100.00	100.00
	<u>\$13,577.63</u>	<u>\$5,057.14</u>	<u>\$8,520.49</u>

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,080.00	\$ 851.43	\$ 1,228.57
215.2	Salaries - Regular Police	8,970.00	3,589.14	5,380.86
215.3	Salaries - Extra Police	6,838.00	2,790.39	4,047.61
215.4	Uniforms & Equipment	730.00	79.90	650.10
215.5	Auto & Motorcycle Exp.	1,181.00	429.80	751.20
215.6	PD & PL Ins. on Police Cars	105.50	1.48	104.02
215.7	Telephone & Telegraph Exp.	75.00	29.31	45.69
215.8	Stationery & Printing Etc.	350.00	89.29	260.71
		<u>\$20,329.50</u>	<u>\$7,860.74</u>	<u>\$12,468.76</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00	\$6,235.98	\$ 8,764.02
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00	\$ 835.34	\$ 1,226.66
217.2	Office Expense	75.00	25.60	49.40
217.3	Automobile Expenses	90.00	21.86	68.14
217.4	Clerical Help	429.00	150.08	278.92
		<u>\$ 2,674.00</u>	<u>\$1,050.88</u>	<u>\$ 1,623.12</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTHAcct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00	\$ 125.00	\$ 175.00
318.2	Removal of Weeds	200.00		200.00
		100.00		100.00
		<u>\$ 600.00</u>	<u>\$ 125.00</u>	<u>\$ 475.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKSAcct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00	\$ 875.00	\$ 1,225.00
419.2	Salaries - Engineering Pers.	3,345.16	831.35	2,513.81
419.3	Salary - Stenographer	650.00	266.19	383.81
419.4	Office Expenses	325.00	333.78	- 8.78
419.5	Automobile Expenses	225.00	86.09	138.91
419.6	Telephone & Telegraph Exp.	125.00	65.58	59.42
419.7	Compensation Insurance	75.00	19.51	55.49
		<u>\$ 6,845.16</u>	<u>\$2,477.50</u>	<u>\$ 4,367.66</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00	\$ 125.00	\$ 175.00
421.2	Miscellaneous Expenses	75.00		75.00
		<u>\$ 375.00</u>	<u>\$ 125.00</u>	<u>\$ 250.00</u>

Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$ 285.00	\$2,210.50
422.2	Labor - Catch Basin Maint.	3,198.00	1,313.71	1,884.29
422.3	Small Tools & Supplies	150.00	348.40	- 198.40
422.4	Repairs to St. Clean, Equip.	675.00	110.60	564.40
422.5	Gasoline & Oil	275.00	27.39	247.61
422.6	Liability Insurance	112.85	45.60	67.25
422.7	Compensation Insurance	160.00	55.17	104.83
		<u>\$ 7,066.85</u>	<u>\$2,186.37</u>	<u>\$4,880.48</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor	\$12,194.00	\$4,592.86	\$7,601.14
423.2	Asphalt for Maintenance	3,000.00	3,209.21	-209.21
423.3	Stone for Maintenance	3,000.00	3,420.21	-420.21
423.4	Gasoline, Oil & Kerosene	1,800.00	917.05	882.95
423.5	Repairs to Trucks	1,000.00	452.10	547.90
423.6	Repairs to Other Equip.	1,500.00	509.74	990.26
423.7	Small Tools & Supplies	250.00	11.35	238.65
423.8	Brick & Conc. St. Repairs	200.00	59.68	140.32
423.9	Compensation Insurance	275.00	237.74	37.26
423.10	Liability Insurance	130.40		130.40
		<u>\$23,349.40</u>	<u>\$13,409.94</u>	<u>\$9,939.46</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$3,018.39	\$3,957.61
424.2	Gasoline, Oil & Grease	600.00	305.17	294.83
424.3	Repairs to Trucks	750.00	942.81	-192.81
424.4	Liability Insurance	118.50	27.10	91.40
424.5	Compensation Insurance	377.10	180.88	196.22
424.6	Telephone	45.00	20.20	24.80
		<u>\$ 8,866.60</u>	<u>\$4,494.55</u>	<u>\$4,372.05</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 442.10	\$1,957.90
425.2	Rental of Trucks	320.00	28.04	291.96
425.3	Small Tools & Supplies	350.00	31.29	318.71
425.4	Compensation Insurance	80.00	21.06	58.94
425.5	Park Police	500.00		500.00
		<u>\$ 3,650.00</u>	<u>\$ 522.49</u>	<u>\$3,127.51</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00	\$ 173.00	\$ 827.00
426.2	Compensation Insurance	20.00		20.00
		<u>\$ 1,020.00</u>	<u>\$ 173.00</u>	<u>\$ 847.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

Acct. No. 27 - City Hall Building:

527.1	Salary Custodians	\$ 468.00	\$ 329.25	\$ 138.75
527.2	Fuel	300.00	182.85	117.15
527.3	Supplies	200.00	500.63	-300.63
527.4	Repairs to Building	350.00	299.82	50.18
527.5	Fire Insurance	18.13	54.00	- 35.87
527.6	Compensation Insurance	10.00	5.26	4.74
		<u>\$ 1,346.13</u>	<u>\$1,371.81</u>	<u>\$ - 25.68</u>

Acct. No. 28 - City Yards - Mill & Willow Streets

528.1	Salaries to Custodians	\$1,872.00	\$	773.67	\$	1,098.33
528.2	Repairs to Building	500.00		173.78		326.20
528.3	Printing Inventory Forms	25.00		23.10		1.90
528.4	Compensation Insurance	73.00		59.36		13.64
		<u>\$2,470.00</u>		<u>\$ 1,029.91</u>		<u>\$ 1,440.09</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:Acct. No. 30 - General Public Improvement

630.1	Land for Colored Playground	\$1,430.00	\$	1,430.00	\$	
630.2	Curb & Gutter Construction	4,376.00		5,141.41		-765.41
630.3	City-County Airport	2,500.00		13,262.73		-10,762.73
630.4	Opening & Widening Streets	700.00		190.00		510.00
		<u>\$9,006.00</u>		<u>\$20,024.14</u>		<u>\$-11,018.14</u>

Acct. No. 31 - Participation in WPA Sewing Project

631.1	Rental of Building	\$ 330.00	\$	165.00	\$	165.00
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ACCT. NO. 7 - CAPITAL EQUIPMENTAcct. No. 34 - Purchase of Equipment

734.1	Police Car	600.00	\$	600.00		
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ACCT. NO. 8 - MISCELLANEOUSAcct. No. 35 - Miscellaneous

835.1	Salary - Dog Catcher	\$ 780.00	\$	696.18		83.82
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		<u>\$132,808.77</u>		<u>\$72,174.42</u>		<u>\$60,634.35</u>
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PARKING METER & TRAFFIC FUND
STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 to FEBRUARY 28, 1942

INCOME

Parking Meter Collections	\$4,524.40	
Fines	1,255.00	
Loans Payable	<u>1,500.00</u>	
TOTAL RECEIPTS		\$7,279.40
Balance in Bank Sept. 30, 1941		<u>-1,039.64</u>
TOTAL		\$6,239.76

DISBURSEMENTS

Salaries	\$3,690.58	
Repairs & Parts to Meters	77.60	
Street Signs	167.90	
Electric Traffic Lights & Current	340.42	
Street Markings & Supplies	53.71	
Truck Expense	35.80	
Stationery, Printing & Supplies	122.97	
Police Radio	<u>738.30</u>	
TOTAL DISBURSEMENTS		\$5,227.28
Balance in Bank February 28, 1942		<u>1,012.48</u>
TOTAL		\$6,239.76

CITY HALL - SALISBURY, MARYLAND * MARCH 23, 1942

The executive session of the Mayor and Council was called at 12:00 Monday night, March 23 at which there were present: Mayor Il Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman with Claude E. Russell absent due to illness.

1. The meeting was called for the purpose of hearing a request from Mr. Norman Holland to send a telegram to Senator Millard E. Tydings and to the Labor Division of the War Production Board to aid him in securing a war industry for his property in Salisbury.

A motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed authorizing the dispatch of the following telegram:

Honorable Millard E. Tydings
U. S. Senator
Washington, D. C.

We are looking to you to give Salisbury relief from the present labor distress by seeing to it the facilities of the Southern Engineering & Manufacturing Company are properly approved by the War Department in order that they may receive a contract to put to work the 275 men needed in their proposed operation.

^{Telegram}
This letter was also sent to Labor Division, Washington Post Building, Washington, D. C.

There being no further business the meeting adjourned at 11:09.

APPROVED:

3/30th/1942.
Date

John E. Morris
President of Council

W. A. Daley
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 25, 1942

The Mayor and Council met in special session Wednesday evening, March 25 at 8:00 o'clock for the special purpose of working on the new budget for the fiscal year October 1, 1942 to September 30, 1943 with the following members present: Mayor I. Virgil Hitchens, President of Council, John E. Morris, Councilmen John G. Howie, Werner K. Gardner, Albin A. Hayman with Claude E. Russell absent due to illness.

1. The following tentative budget was made, a copy of which is attached.

APPROVED:

3/30th 1942
Date

John E. Morris
President of Council

Wesley H. Dwyer
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 30, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, March 30, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman with Claude E. Russell absent due to illness.

1. Mr. Gorman McNamara came before the Mayor and Council to request permission to place a private outside telephone on the lamp post on the corner of Main and Division Street near the Wicomico Hotel for the use of his garage.

The Council informed him that they would discuss the matter and advise him about it at a later time.

2. The minutes of March 16 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.
3. The Treasurer asked for approval of the following purchase orders:

L-750 - Addressograph Sales Agency, Wilmington, Delaware;
8,000 addressograph plates - \$19.20

L-751 - Underwood Elliott Fisher Company; parts and adjustment of typewriter - \$18.87

A-56 - Salisbury Advertiser; 22,000 1942 tax bills - \$27.00

L-753 - Willing's - New assessment records and ledgers, etc.
\$586.20

The orders were approved and authorized upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.

4. Parking ticket No. 11710 was presented together with payment of \$1.00.
5. The Police Chief's daily report was presented and ordered accepted and filed.

The Chief advised the Council that he had been requested by the Atlantic Refining Company to allow their night watchman to call in every hour in the night to report that everything was OK, the idea being that if he failed to receive a report he would suspect something might be wrong. The Council instructed the Chief that it would be satisfactory provided, however, that he informed the company that the Police Department together with the Mayor and Council would accept no definite responsibility in the matter.

The Chief also reported that a truck owned by Mr. John H. Smullen of Princess Anne, Maryland, which was driven by Olden Matthews White ran across the sidewalk and curb on Poplar Hill Avenue and broke the curb, sidewalk and a sign on the



March 30, 1942

corner. He estimated the repair to the sidewalk and the curb would cost \$9.75. The Clerk was instructed to write Mr. Smullen advising him in the matter and forwarding a bill for \$9.75. The Chief recommended that no parking signs be placed at the bus stops especially on Main Street in front of the Salisbury National Bank and at Main Street at the no parking space in front of Read's as strangers frequently stop in these spaces at night when it is hard to distinguish the red marking on the curb.

6. The Clerk presented a request from Mrs. A. D. Toadvine for a cancellation of her water rent bill for the period January 1 to April 1 since she had closed her house and had the water cut off by her plumber, Mr. Morgan, and the house was not occupied or rented during the whole period. Inasmuch as this was contrary to custom the Council ordered the Plumbing Inspector to investigate the matter and report back to the Council before action could be taken.

7. The Police Chief advised the Council that Sargeant Larmore had used his personal automobile while making alien investigations with the F.B.I. and recommended that he be refunded or returned money or gasoline sufficient to pay for at least five gallons of gasoline which was consumed. The Council approved it and ordered five gallons of gasoline returned.

8. A committee composed of Mr. Grier, Fire Chief Disharoon, and Mr. Clarke Gardner reported that they had met and offered the following recommendations:

1. That they had selected the following sites as the best suited for the emergency wells:

1. The Harmon Foundation lot on Meadow Street
2. A lot on Lakeside Drive near New York Avenue.
3. The south side of the Park property.

2. That the City accept the following bids for the placing of wells.

1. Shannahan Artesian Well Co., Inc. - 16 inch by 10 inch gravel packed well, \$1,950.00.
2. Shannahan Artesian Well Co., Inc. - \$5.25 per foot from ground level to total depth drilled, plus \$21.25 per foot for each foot of 8" Cook W. W. red brass strainer plus \$29.75 for the fittings (meaning lead packer in bottom) less 15% on strainer and fittings F.O.B. Lawrenceburg, Ind. The strainer is to be 20 ft. long in each well and each strainer has a set of fittings.

The City Engineer stated that a sixty foot depth well would suffice.

JSM

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Based on the estimated total cost of \$3,350.00 a motion was offered by Councilman Gardner duly seconded and passed that the bids be accepted.

9. The Building Inspector presented the following bids for constructing and furnishing the materials for the dog pound on the City property at the dump:

1. James Brown	\$318.00
2. Oscar F. Smith	391.59
3. C. C. Cooper	438.00
4. W. S. Layfield	500.00
5. Wm. P. Brown	700.00

A motion was offered by Councilman Gardner, seconded by Councilman Hayman and duly passed authorizing the award of the contract to the lowest bidder, Mr. James Brown. The Building Inspector reported on a proposed building from Martin & Schwartz Co.

He also reported on a proposed building by G. A. Bounds and Co. on Brown Street and advised the Council that he was endeavoring to move the building away from the curb line.

10. The Harbor Master, Mr. Insley, reported no new progress.
11. The City Engineer read a letter directed to Mr. John W. Downing relative to his properties on North Division Street, a copy of the letter being a part of the minutes.
12. The City Engineer reported the receipt of a telegram from the Sterling Company reporting that they were unable to ship the fire sirens for another period of time. He further reported that they could be bought, he was advised, from Federal and received within five days. No action was taken in the matter.
13. A request was received from Mr. W. T. Wilkins for an extension of water and sewer facilities through his property on Newton Street between the Ruark house and his home in order to furnish service for three houses he proposed building on an alley there.

Councilman Hayman offered a motion which was seconded by Councilman Gardner authorizing the placing of the facilities from the sewer line to the curb line provided, however, that he furnish the City with an easement across his property and pay all costs from the curb line on, provided also that the easement was approved by the City Solicitor.

14. The City Engineer presented quotations on 15.6" B & S cast iron 90 degree bends. Councilman Gardner offered a motion which was seconded by Councilman Howie to approve purchase order No. L-6 which was duly passed to provide for

JSM,

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the purchase of the above mentioned items from the R. D. Wood Company.

15. A request was received from Mr. Herman K. Fooks for a job with the City. The request was ordered referred to the Civil Service Commission.
16. A letter from the State Roads Commission addressed to the Mayor and Council was received in which they requested the City to make appropriate action at their earliest convenience to provide them with three copies of an ordinance or whatever was necessary to accomplish the widening of the By Pass from 56 feet to 60 feet between curbs.

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed formally approving the widening and instructing the City Solicitor to prepare the necessary ordinance or whatever else was necessary.

17. A copy of a letter was received from Senator Millard E. Tydings advising the Council that he had communicated with Colonel David N. Hauseman, Philadelphia Ordnance District Office, 1300 Mitten Building, Philadelphia, Pennsylvania, in which he requested allotment of some defense work to the Southern Engineering and Manufacturing Company of Salisbury. A copy of the letter is placed in the files.

A similar letter was received from the War Production Board signed by Mr. Frank E. Haas, Head of the Labor Division. A copy of this letter is also in the files.

18. A bill from Mr. Clayton C. Calloway, 1303 E. Church Street in the amount of \$156.00 was received, approved, and ordered paid by the Council.
19. The City Clerk read a letter from Norman N. Shannahan, President of the Shannahan Artesian Wells Co., Inc. in which he criticizes the specifications and invitations to bids recently issued by Mr. Howard S. Grimes. The letter was ordered filed.
20. A letter from the Preston Trucking Company in which they requested a light on Wilson Street was received.

A motion was offered by Councilman Hayman, seconded by Councilman Howie and duly passed turning the letter over to the Building Inspector for his investigation and report.

21. A letter was received from S. Liebovitz & Son, Inc. asking for consideration and elimination of the 1940 tax on inventory in the amount of \$128,743.74.

The matter was ordered referred to the City Solicitor for his advice and reply.

JSM

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22. Ordinance No. 477, an ordinance repealing No. 430 and providing for grading, paving, and repairing the sidewalk on both sides of Poplar Hill Avenue between East Market Street and Broad Street in the City of Salisbury, Maryland was presented by the City Solicitor.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving the above mentioned Ordinance.

23. The City Clerk informed the Council that he had received some requests to have some responsible person take a list of registered voters from the City's books at their own expense and requested advice from the Council.

The Council approved providing the books remained in the City Hall and that there was no expense incurred by the Mayor and Council.

24. The dog catcher's weekly report was presented, ordered accepted and filed which showed among other things 19 dogs picked up.

25. Vouchers No. 17714 to 17747 inclusive were read and ordered approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.

26. A motion was offered by Councilman Howie, seconded by Councilman Gardner and duly passed to the effect that the ten thousand dollar appropriation by the County Commissioners should be applied against the airport note now in the Farmers and Merchants Bank in the amount of \$10,741.18.

27. A motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed adopting the following budget for the period October 1, 1942 to September 30, 1943. (See attachment)

28. The Mayor recommended to the Council that the proposed increase in salaries for the Police Department become effective April 1, 1942.

The Council later instructed the Clerk to give them a statement of expenses to date for the next Monday night meeting. No further action was taken.

29. Councilman Gardner offered a motion which was seconded by Councilman Hayman authorizing the City Treasurer to borrow from the Farmers and Merchants Bank the sum of \$5,000.00 at 4% on a demand note authorizing at the same time the necessary officials to sign the said note.

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The meeting adjourned at 1:18.

APPROVED:

4/6/42
Date

John E. Morris.
President of Council

Wade H. Dwyer.
Clerk

SCHEDULE OF ANTICIPATED
REVENUE
Oct. 1, 1942 - Sept. 30, 1943

GENERAL FUND

ASSESSABLE BASIS

Real Property	\$14,137,012
Personal Property	1,055,920
S. T. C. " (Est.)	3,506,259
Total	<u>\$18,699,191</u>

INCOME FOR GENERAL PURPOSES

1942 Taxes on Real & Personal Property:	
\$18,699,191 @ 65¢ per C	\$121,544.75
Less 10% Reserve for loss	<u>12,154.47</u>
	<u>\$109,390.28</u>

Other Sources:

Bank Stock	\$ 2,670.00
State of Maryland (Income Tax)	4,000.00
Board of Education (Policing)	500.00
Licenses	1,100.00
Building Permits	1,500.00
Franchise Tax	1,300.00
Interest on Delinquent Taxes	4,500.00
Street Repairs & Assessments	250.00
Filing Fees & Elections	
Water Department Office Rent	1,200.00
Miscellaneous Income	3,500.00
Dog Licenses	250.00
County Commissioners	<u>10,000.00</u>
	<u>\$ 30,770.00</u>

Total Income for General Purposes	<u>\$140,160.28</u>
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INCOME FOR SINKING FUND

1942 Taxes on Real & Personal Property:	
\$18,699,191 @ 35¢ per C	\$ 65,447.16
Less 10% Reserve for loss	<u>6,544.71</u>
	<u>58,902.45</u>
Income from By-Pass Rent	1,055.05
Total Income for Sinking Fund Purposes	<u>\$ 59,957.50</u>

REQUIREMENTS FOR SINKING FUND PURPOSES

Total Bond & Coupon Redemptions	\$ 58,997.50
Maximum Interest Charges on By-Pass Highway	960.00
Utility Notes	<u>\$ 59,957.50</u>

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-43
(Allocation for General Expenses)

ACCT. NO. 1 - General Government:

Acct. No. 10 - Legislative Branch:

110.1	Salaries - Mayor and Council	\$ 2,100.00
110.2	Expenses - Mayor and Council	300.00
110.3	Elections & Registrations	
		\$ 2,400.00

Acct. No. 11 - Department of Finance:

111.1	Salary - Clerk-Treasurer	\$ 2,400.00
111.2	Salaries - Clerks	2,300.00
111.3	Stationery & Printing	600.00
111.4	Advertising & Printing	500.00
111.5	Bond - City Treas. Office	505.00
111.6	Telephone Clerk's Office	75.00
111.7	Auditing	500.00
111.8	Assessments	1,220.00
111.9	Compensation	25.00
		\$ 8,125.00

Acct. No. 12 - Legal Department:

112.1	Salary - City Solicitor	\$ 400.00
112.2	Legal Expenses	1,000.00
		\$ 1,400.00

Acct. No. 13 - Miscellaneous Expenses:

113.1	Interest on Temporary Loans	\$ 1,000.00
113.2	Membership - Chamber of Commerce	25.00
113.3	Donation - Public Libraries	160.00
113.4	Donation - Salvation Army	150.00
113.5	Donation - Boy's Band	200.00
113.6	Civil Service Commission	500.00
113.7	Miscellaneous	300.00
		\$ 2,335.00

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1	Custodians	\$ 6,630.00
214.2	Convention Fund	3,000.00
214.3	Accident Insurance	685.00
214.4	Fire Insurance on Building	51.25
214.5	Fuel & Coal	700.00
214.6	Cleaning Bedrooms	144.00
214.7	Fifteen Hundred Feet 2-1/2 Hose	1,500.00
214.8	Laundry	250.00
214.9	Gas - Hot Water Heater	150.00
214.10	Oil and Gasoline Fire Trucks	500.00
214.11	Repairs to Building	200.00
214.12	Repairs to Equipment	700.00
214.13	Supplies	500.00
214.14	Telephone	175.00
214.15	Fire Prevention & School	125.00
214.16	Chief - Salary	200.00
		\$15,510.25

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,330.00
215.2	Salaries	9,750.00
215.3	Salaries - Extra Police	7,124.00
215.4	Uniforms & Equipment	800.00
215.5	Auto & Motorcycle Exp.	1,524.25
215.6	PD & PL Ins. on Police Cars	105.50
215.7	Telephone & Telegraph Exp.	100.00
215.8	Stationery & Printing Etc.	350.00
		<u>\$22,083.75</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00
-------	-----------------	-------------

Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00
217.2	Office Expense	75.00
217.3	Automobile Expenses	90.00
217.4	Clerical Help	429.00
		<u>\$ 2,674.00</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTH

Acct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00
318.2	Removal of Weeds	200.00
318.3	Oiling Lakes & Ponds	100.00
		<u>\$ 600.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

Acct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00
419.2	Salaries - Engineering Pers.	2,899.00
419.3	Salary - Stenographer	650.00
419.4	Office Expenses	325.00
419.5	Automobile Expenses	225.00
419.6	Telephone & Telegraph Exp.	125.00
419.7	Compensation Insurance	75.00
		<u>\$ 6,399.00</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00
421.2	Miscellaneous Expenses	75.00
		<u>\$ 375.00</u>

<u>Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:</u>		
422.1	Labor - Street Cleaning	\$ 2,500.00
422.2	Labor - Catch Basin Maint.	0.00
422.3	Small Tools & Supplies	150.00
422.4	Repairs to Street Clean. Equip.	700.00
422.5	Gasoline & Oil	275.00
422.6	Liability Insurance	115.00
422.7	Compensation Insurance	75.00
		<u>\$ 3,815.00</u>

<u>Acct. No. 23 - Street Maintenance:</u>		
423.1	Labor	\$11,000.00
423.2	Asphalt for Maintenance	4,500.00
423.3	Stone for Maintenance	4,000.00
423.4	Gasoline, Oil & Kerosene	1,800.00
423.5	Repairs to Trucks	1,000.00
423.6	Repairs to Other Equip.	1,500.00
423.7	Small Tools & Supplies	250.00
423.8	Brick & Conc. St. Repairs	200.00
423.9	Compensation Insurance	275.00
423.10	Liability Insurance	130.00
		<u>\$24,655.00</u>

<u>Acct. No. 24 - Garbage Department:</u>		
424.1	Labor	6,975.00
424.2	Gasolin, Oil and Grease	600.00
424.3	Repairs to Trucks	750.00
424.4	Liability Insurance	120.00
424.5	Compensation Insurance	375.00
424.6	Telephone	45.00
		<u>\$ 8,865.00</u>

<u>Acct. No. 25 - Municipal Park:</u>		
425.1	Maintenance of Grounds	\$ 2,400.00
425.2	Rental of Trucks	320.00
425.3	Small Tools & Supplies	350.00
425.4	Compensation Insurance	80.00
425.5	Salary - Park Police	500.00
		<u>\$ 3,650.00</u>

<u>Acct. No. 26 - Emergency Flood & Storm Anticipation:</u>		
426.1	Labor & Materials	\$ 1,000.00
426.2	Compensation Insurance	20.00
		<u>\$ 1,020.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

<u>Acct. No. 27 - City Hall Buildings:</u>		
527.1	Salary Custodians	\$ 468.00
527.2	Fuel	300.00
527.3	Supplies	200.00
527.4	Repairs to Building	350.00
527.5	Fire Insurance	20.00
527.6	Compensation Insurance	10.00
		<u>\$ 1,348.00</u>

<u>Acct. No. 28 - City Yards - Mill & Willow Streets</u>		
528.1	Salaries to Custodians	\$ 1,872.00
528.2	Repairs to Building & Capital Improvement	1,500.00
528.3	Printing Inventory Forms	25.00
528.4	Compensation Insurance	73.00
		<u>\$ 3,470.00</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENT:

<u>Acct. No. 30 - General Public Improvement</u>		
630.1	Land for Colored Playground	\$ 1,430.00
630.2	Curb & Gutter Construction	3,000.00
630.3	City-County Airport	2,741.18
630.4	Opening & Widening Streets	1,000.00
630.5	Sewer & Water Main Exten'd.	2,000.00
630.6	Sewer & Water Main Conn.	2,000.00
		<u>\$ 12,171.18</u>

<u>Acct. No. 31 - Participation in WPA Sewing Project:</u>		
631.1	Rental of Building	\$ 330.00

ACCT. NO. 7 - CAPITAL EQUIPMENT:

<u>Acct. No. 34 - Purchase of Equipment</u>		
734.1	Police Car	\$ 700.00

ACCT. NO. 8 - MISCELLANEOUS

<u>Acct. No. 35 - Miscellaneous</u>		
835.1	Salary - Dog Catcher	\$ 780.00
835.2	Dog Catching Expenses	1,000.00
835.3	Contingent Fund	454.10
835.4	Defense	1,000.00
Total Budget-----		<u>\$140,160.28</u>

APPROVED;
March 30, 1942

President

Clerk

PARKING METER AND TRAFFIC FUND
Budget for Fiscal Year 9-30-43

RECEIPTS:

Parking Meter Collection	\$ 10,000.00
Parking Fines	2,000.00
Misc. Income	<u>\$ 12,000.00</u>

DISBURSEMENTS

Salaries	\$ 9,724.00
Meters - Repairs & Parts	200.00
Street Signs	100.00
Electric Traffic Lights & Current	1,243.00
Street Marking & Supplies	250.00
Truck Expense	225.00
Stationery & Printing, etc.	75.00
Refund on Fines	5.00
Dual Parking Meter Co.	0 00
Repay Loan to General	0 00
Insurance - Trucks & Equipment	60.00
Compensation Insurance	27.00
Police Radio	0 00
Miscellaneous	91.00
Total Disbursements -----	<u>\$ 12,000.00</u>

Salisbury, Maryland

March 30, 1942

To the Council of Salisbury:

Pursuant to the provisions of Section 263 of Article 23 of the Public Local Laws of Maryland, as enacted by Chapter 101 of the Acts of 1941 of the General Assembly of Maryland, I hereby appoint as Judges of the Election the following citizens and qualified voters of the City of Salisbury as herein set forth:

Salisbury Election District

J. Collins Lank
W. T. Brumbly
Mildred W. Tingle
Lee C. Collins
Lloyd W. Ennis
Pearl Collins

Parsons Election District

Nellie E. Guthrie
Marian B. Simpson
Mollie B. Nock
Mable K. Records
George B. Riggin
Robert M. Collins

Camden Election District

Mary C. Butcher
Nina E. Malone
Lottie G. Fields
Helen M. Hitchens
Margaret D. Hill
John L. Morris

Respectfully submitted,

J. Virgil Hitchens
Mayor of Salisbury.

File in M

Salisbury, Maryland

March 26, 1942

To the Council of Salisbury:

Pursuant to the provisions of Section 266 of Article 23 of the Public Local Laws of Maryland, as enacted by Chapter 82 of the Acts of 1941 of the General Assembly of Maryland, We hereby appoint as Judges of Elections the following citizens and qualified voters of the City of Salisbury for the election districts as herein set forth:

Salisbury Election District

J. Collins Lank
W. T. Brumbly
Mildred W. Tingle
Lee C. Collins
Lloyd W. Ennis
Pearl Collins

Parsons Election District

Nellie E. Guthrie
Marian B. Simpson
Mollie B. Nock
Mable K. Records
George B. Riffin
Robert M. Collins

Camden Election District

Mary C. Butcher
Nina E. Malone
Lottie G. Fields
Helen M. Hitchens
Margaret D. Hill
John L. Morris

Respectfully submitted,

DEMOCRATIC CITY COMMITTEE

Elisha E. Twilley

Elisha E. Twilley

J. William Slemons

J. William Slemons

Paul E. Watson

Paul E. Watson

File in Min

ALSO TO: Howard S. Grimes, Procurement Officer, WPA, Balto., Md.
The Shannahan Artesian Well Company, St. Michaels, Md.
County Commissioners of Wicomico County, Salisbury, Md.
✓ The Mayor and Council of Salisbury, Salisbury, Md.

March 28, 1942

Water Well - Salisbury Airport
Invitation No. 25-4538

Mr. C. F. Bornefeld, Director of Operations
Work Projects Administration
1100 Baltimore Trust Building
Baltimore, Maryland

Dear Mr. Bornefeld:

This will acknowledge your letter of March 26, together with copies of letters dated March 24 from the Shannahan Artesian Well Company, Inc., with reference to a double casing gravel pack well to be constructed on the site of the proposed Salisbury Airport.

The matter of constructing 6", 8", 16 x 10", or 24 x 12" gravel pack wells depends upon the quantity of water needed, the present and future demand--particularly in regards to the ultimate development of the airport and its facilities. Inasmuch as we have no definite knowledge as to the extent of the use of the proposed airport for military purposes, it is difficult for us to state the quantity of water that will be needed. We do know that the CAA will not permit elevated tanks and this means either a smaller well supply with underground storage tanks, or a larger well supply which can be utilized by means of direct pumping.

As far as the Shannahan Artesian Well Company is concerned, this company enjoys an enviable reputation; are well qualified in well construction, and are recognized as such. We do agree that a portion of the specifications, in which it is stated that the contractor shall "construct five feet of completed well per day", is impractical insofar as this type of well is concerned.

From the standpoint of sponsor maintenance, a gravel pack well will prove more economical. This statement is based upon the fact that the City of Salisbury has seven wells, five of which are of the "Kelly" type and two of the "gravel pack" type. For your information, the gravel pack wells now in use at Salisbury have an inner casing of 12" in diameter and an outer casing of 24", which is similar to the type proposed for the Salisbury Airport. These wells have performed very satisfactorily under varied operating conditions.

Sincerely yours,

Clarke Gardner /signature/
City Engineer

cc: Major Harry D. Williar, Jr.
H. R. Hershey

WICOMICO COUNTY COUNCIL OF CIVILIAN DEFENSE

SALISBURY, MARYLAND

EXECUTIVE OFFICE: FIRE DEPT. BUILDING, MARKET & SOUTH DIVISION STREETS

THE MAYOR & COUNCIL OF SALISBURY

I. VIRGIL HITCHENS, MAYOR
JOHN E. MORRIS
W. T. GARDNER
JOHN G. HOWE
CLAUDE E. RUSSELL
ALBIN A. HAYMAN

EXECUTIVE COMMITTEE

W. F. MESSICK, CHAIRMAN

I. VIRGIL HITCHENS
BRADY J. DAYTON

W. LEE ALLEN
C. L. DICKINSON

JOHN E. MORRIS
CLARKE GARDNER

DIRECTOR
BRADY J. DAYTON

ASSISTANT DIRECTOR
CLARKE GARDNER

THE COUNTY COMMISSIONERS OF WICOMICO COUNTY

W. F. MESSICK, PRES.
W. LEE ALLEN
H. S. TODD, JR.
RALPH D. DULANY
E. R. ENNIS

March 23, 1942

Board of County Commissioners of Wicomico County, and
Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

The Executive Committee of the Wicomico County Council of Civilian Defense representing two governing bodies of County and City held a special meeting on Monday, March 16, 1942. Members present were: Messrs. W. F. Messick, Lee Allen, C. L. Dickinson, John E. Morris, Clarke Gardner, Brady J. Dayton. Mr. Henry Todd, a member of the Board of County Commissioners also attended this meeting.

The Director representing the Executive Committee had previously requested the chairmen of the different groups of Civilian Defense in our County to submit their estimates of the amounts of funds that would be necessary to carry on Civilian Defense work in Wicomico County for the next year. These chairmen were instructed to give proper consideration to the fact that certain equipment would be available from the United States Government.

The following is a list of the amounts submitted by the chairmen of groups indicated:

Mr. John E. Morris, Chief Air Warden	\$3,498.60
Anticipated administrative expenditures listed by Mr. Clarke Gardner, Asst. Director	1,447.00
Cost of 7 sirens	1,505.00
Submitted by Mr. Fred Grier, Coordinator of Fire Services	8,000.00
Chief of Police Chatham	75.00
Health Department - 2 medical units @ \$150 ea.	<u>300.00</u>
	\$14,825.00

WICOMICO COUNTY COUNCIL OF CIVILIAN DEFENSE

SALISBURY, MARYLAND

EXECUTIVE OFFICE: FIRE DEPT. BUILDING, MARKET & SOUTH DIVISION STREETS

THE MAYOR & COUNCIL OF SALISBURY

I. VIRGIL HITCHENS, MAYOR
JOHN E. MORRIS
W. T. GARDNER
JOHN B. HOWIE
CLAUDE E. RUSSELL
ALBIN A. HAYMAN

EXECUTIVE COMMITTEE

W. F. MESSICK, CHAIRMAN

I. VIRGIL HITCHENS
BRADY J. DAYTON

W. LEE ALLEN
C. L. DICKINSON

JOHN E. MORRIS
CLARKE GARDNER

DIRECTOR
BRADY J. DAYTON

ASSISTANT DIRECTOR
CLARKE GARDNER

THE COUNTY COMMISSIONERS OF WICOMICO COUNTY

W. F. MESSICK, PRES.
W. LEE ALLEN
H. S. TODD, JR.
RALPH O. DULANY
E. R. ENNIS

-2-

The Executive Committee had available a list of the equipment that Salisbury would receive from the National Office of Civilian Defense. A study was made of this list and also of the estimates submitted by the County representatives. After discussing all information available, the following conclusion was arrived at:

Due to the uncertainty as to the time of delivery of the equipment from the Government and the lack of local knowledge as to the absolute necessity for the materials and equipments for the different departments, it was decided the Executive Committee recommend that the governing bodies appropriate \$6,000 for the use of the Executive Committee for Civilian Defense in Wicomico County for the coming year, with the understanding that if this is inadequate the Executive Committee again recommend to the governing bodies that additional funds be provided.

The Executive Committee also recommended that \$1,000 of the above appropriation be made available at once in order that necessary equipment may be purchased to be ready for any emergency.

Very truly yours,

BJD:G


BRADY J. DAYTON
Director

Acting Secretary of Meeting

Pit stops picked up for work
during March 28-1942

19 dogs picked up

18 dogs kept 3 days then disposed of
1 dog disposed of at once

11.30 A. M. March 28-1942
John Turner

✓ copy for Mayor and Council

March 25, 1942

S-10

Mr. William A. Codd, Chief Auditor
State Roads Commission
Federal Reserve Bank Building
Baltimore, Maryland

Dear Mr. Codd:

With reference to your letter of March 19, I am returning duplicate copies of a bill in the amount of \$4075.93 for an appropriation to be made to the Mayor and Council of Salisbury to be expended for street repairs under the provisions of Chapter 838, Acts of 1941.

These bills have been certified by Wade H. Insley, Jr., on behalf of The Mayor and Council of Salisbury and approved by Mr. P. A. Morison, District Engineer of the State Roads Commission.

Inasmuch as we are in immediate need of these funds, we will appreciate your cooperation in forwarding a voucher at the earliest possible date.

Sincerely yours,

C. G.
City Engineer

CG vs
encls.

✓ copy for Mayor & Council Meeting

also sent to:

U. S. Pipe & Foundry
Lincoln-Liberty Bldg.
Broad & Chestnut Sts.
Phila., Pa.

March 28, 1942

R. D. Wood Company
400 Chestnut Street
Philadelphia
Pennsylvania

Gentlemen:

Kindly quote us on the following material delivered
to our Willow Street Storage Yard, Salisbury,
Maryland:

15 - 6" B&S Cast Iron 90° Bends, conforming to Class D,
A.W.W.A. Specifications.

In submitting your quotation, please state approximate
delivery date using Preference Rating A-10, pursuant
to Preference Rating-Order P-46.

Please let us have this quotation by Monday, March 30.

Sincerely yours,

CG vg

City Engineer

March 26, 1942

S-2

Mr. John W. Downing
Vice President & Treasurer
The Delmarva Mortgage Company
Salisbury, Maryland

Dear John:

Your letter of March 16 regarding the condition of the Salisbury By-Pass right-of-way abutting properties owned by the Delmarva Mortgage Company and located at 2005, 2007 and 2009 North Division Street was placed before the Mayor and Council at their meeting held on March 23.

The Mayor and Council reviewed your requests concerning compensation for loss of rent (one property), filling in the yards with black dirt, placing sod of grass in front yards, together with a grade line for a proposed sidewalk and reached the following conclusions:

1. In view of the fact that the State Roads Commission have authorized Phillips Brothers to proceed immediately with the construction of the proposed By-Pass, and considering the location of the aforesaid By-Pass in relation to your properties, it would not be practical to construct temporary pavement.
2. The possibility of a slight variation in the curb grade in order to conform with the curbs leading to the existing Overpass and with the existing roadbed of North Division Street might cause unnecessary expense on the part of the property owner if sidewalks were built at this stage of construction.
3. The Mayor and Council appreciate the fact that you have been very cooperative during the various phases of construction operation which probably inconvenienced your tenants.

For your information, we understand that Phillips Brothers are to begin operations at the Overpass and proceed southerly, which means that in a short while most of your difficulties will be over.

Sincerely yours,

Clarke Gardner /signature/

City Engineer

CG:vg

cc: Treasurer

CITY HALL - SALISBURY, MARYLAND - APRIL 6, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night April 6, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman, with Claude E. Russell absent due to illness.

1. Elder Rodney E. Alsop of the Morman Church came before the Mayor and Council and requested permission to place a religious display in the polling places during the primary election. Later during the evening the Council was advised by the City Solicitor that the State law provides that no people other than the election officials would be allowed in the polling places during the hours of election and that the Clerk should so instruct Mr. Alsop.
2. The minutes of March 30, 1942 were read and approved with the exception of Resolution No. 26 which was disapproved and not passed.
3. The Harbor Master, Mr. F. L. Insley, informed the Council that he had nothing new to report..
4. Vouchers No. 17748 to 17772 were read and approved for payment upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed except Voucher No. 17762 which was not passed and held for further information.
5. The Building Inspector's monthly report showing 37 permits issued during the month of March with estimated construction of \$34,405.00 was presented and ordered accepted and filed.
6. The Building Inspector presented an estimate for the placing of a street light on Buena Vista Avenue as follows:

On Pole # 306 C on Buena Vista Avenue:	364 ft. of
overhead circuit @ \$.019	6.57
1 - 100 C. P. street light	13.00
Total	19.57

Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed authorizing the installation of the above mentioned light.

He also presented an estimate on a street light for Wilson Street in accord with a request from the Preston Trucking Company as follows:

On Pole No. 197 S,	559 ft. of overhead circuit @ \$.019
	10.62
1 - 100 C. P. Street light	13.00
	23.62

The Mayor and Council further found they could not approve this installation at this time.



Minutes of the Mayor and Council

Page #2

April 6, 1942

The Building Inspector asked for instructions on issuing a building permit to W. T. Wilkins for some new houses in the rear of his home. He was instructed by the Council to get advice from the City Solicitor and bring the permits back before the Council before they were issued.

The Building Inspector asked for instructions on locating the new dog pound ~~from~~ the dump property. The President appointed a committee consisting of Councilmen Hayman and Howie to look over the site and to make recommendations on the location.

7. Mr. W. C. Carey came before the Mayor and Council to inform them that the By-Pass right of way lane was coming closer to his house than he had been advised and that actually it would be a foot or so inside of the building line of his apartment house and that it seemed to him that the water main recently installed passed directly under his house.

The Council instructed the Engineering Department to investigate the matter and to report back to them on the exact location of the water main. Mr. Purnell agreed to meet Mr. Carey on the property Tuesday morning at 9:00 to show him the location of the new main.

8. Police Chief Chatham presented his weekly police car and motor cycle expense report together with his weekly daily reports which were both ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.
 9. The weekly dog report showing 16 dogs picked up was presented, ordered accepted and filed.
 10. Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, the Treasurer was authorized to open a new account at the Farmers and Merchants Bank titled "Mayor and Council General Sinking Fund #2" in which to deposit the Sinking Fund share of the 1942 tax collection. The motion at the same time authorized the President of Council and Treasurer to sign the new account cards.
 11. The Clerk presented a letter from the State Tax Commission under date of April 1 relative to the Commission's assessing the operating property other than land of public utilities, railroads and other contract carriers. The change was brought about by legislative enactment. The letter further explained that they anticipated no great decrease or increase in assessment.
 12. Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, the Treasurer was authorized to renew a note in the amount of \$10,000 dated April 14 for six months at the rate of 4% which had been discounted at the County Trust Company; at the same time authorizing the renewal of a note in the amount of \$14,000 dated April 15 for a period of six months; authorizing at the same time the Mayor and Treasurer to sign and issue the said note.
- JSN*

April 6, 1942

Both notes were for the account of By Pass Highway Utility.

13. A letter from the Pennsylvania Railroad Company was brought to the attention of the Mayor and Council in which they requested a change in the Ordinance which provided for a speed limit of 15 miles per hour as the maximum speed limit for trains through Salisbury. They recommended that 45 miles per hour should be the new limit in order to provide for better service throughout the Peninsula and in order further not to unnecessarily hold up traffic at railroad crossings.

The letter was referred to the City Solicitor who was authorized to reply to the railroad officials and advise them that the City was very much interested in helping to increase the flow of traffic on the railroads and also to reduce railroad crossing hazards and instructed the City Solicitor to call to the officials attention the hazard at the College Avenue crossing which should be eliminated by widening the crossing and replacing the lights in accord with a previous request by the Mayor and Council.

14. The Plumbing Inspector presented his monthly plumbing report showing 11 plumbing permits issued from the month of March and \$19.50 collected as plumbing fees. His report was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.
15. The Plumbing Inspector, Mr. White, reported on the matter of the water bill of Mrs. A. G. Toadvine, which she had requested marked off since her plumber, Mr. Morgan, had cut off the water early in December and the property had not been used for the full quarter of January to March.

The Council found that existing regulations in the Water Department provide for no mark-off of water rent where the water supply was not cut off from the property at the curb line by the Water Department.

16. The following bids were received on the following items:

- Item 1: 145 linear feet 12" T. C. Pipe, No. 1 Grade, in 3-ft. lengths; conforming to "Extra Strength" of Tentative Federal Specifications dated 10-27-41, and subsequent amendments thereto.
- Item 2: 15 - 12 x 6" T. C. Wye Branches; conforming to "Extra Strength" of Tentative Federal Specifications dated 10-27-41, and subsequent amendments thereto.
- Item 3: 225 linear feet 12" T. C. Pipe, No. 1 Grade, in 3-ft. lengths; conforming to City of Salisbury specifications, Serial No. S-VTC-37.

JSM.

Item 4: 5 - 12 x 6" T. C. Wye Branches; conforming to
City of Salisbury Specifications, Serial No.
S-VTC-37.

BIDDERS:

Steele & Co., 720 N. Howard St., Baltimore, Maryland

Item 1:	75¢ per linear foot	
Item 2:	\$3.95 each	Less discount of 2%
Item 3:	52¢ per linear foot	15 days
Item 4:	\$1.90 each	

Secor & Co., 1102 N. Charles St., Baltimore, Maryland

Item 1:	76.4¢ per linear foot	
Item 2:	\$3.82 each	Terms: net
Item 3:	49¢ each	
Item 4:	\$1.80 each	

Standard Clay Products Company, Bulletin Bldg. Phila. Penna.

Item 1:	73¢ per linear foot	
Item 2:	\$2.80 each	Terms: net
Item 3:	50¢ per linear foot	
Item 4:	\$1.90 each	

Councilman Gardner offered a motion which was seconded by
Councilman Hayman and duly passed authorizing the award and
purchase from the lowest bidder.

17. The City Engineer presented a request from the foreman of
the Street Department for four men.

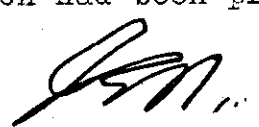
The matter was ordered referred to the Civil Service Commission.

18. The City Engineer presented a request for the employment of
four new men for the City Park.

The Council ordered that there would be no new employment at
this time.

19. The City Engineer presented a copy of a letter from Senator
Millard E. Tydings addressed to Mr. S. Norman Holland. The
letter follows in the minutes.

20. The City Engineer presented purchase order No. L-9 addressed
to McClung-Logan Equipment Company, Inc., Key Highway &
McComas Street, Baltimore, Maryland, in the amount of \$37.20
which was approved upon a motion offered by Councilman Howie
and seconded by Councilman Hayman and duly passed and at the
same time authorizing the President of Council to sign the
priority rating statement on L-9 together with the statement
on L-8 which had been previously passed but which required a
signature.



Minutes of the Mayor and Council

Page #5

April 6, 1942

21. The City Engineer presented a letter directed to the Mayor and Council written by himself. A copy of his letter is a part of the minutes.
22. The City Engineer presented a signed copy of an agreement between the Mayor and Council of Salisbury and the Standard Oil Company of New Jersey which had just been returned signed. The agreement is filed in the Clerk's office.
23. The matter of chauffeurs' licences for City employees was brought to the attention of the Mayor and Council. The City Solicitor was instructed to investigate the matter and to inform the Council whether or not the City employees were required to have chauffeur's licenses to drive City vehicles.

The meeting adjourned at 11:00.

APPROVED:

4/13/42
DATE

John E. Morris
President of Council

Clerk

Salisbury, Maryland

April 6, 1942

To The Council of Salisbury:

Pursuant to the provisions of Section 262 of Article 23 of the Public Local Laws of Maryland, as enacted by Chapter 132 of the Acts of 1941 of the General Assembly of Maryland, I hereby appoint Marian B. Simpson, a resident and qualified voter in Parsons Election District of the City of Salisbury, State of Maryland, as a Registrar of voters to serve in the place of Nellie E. Guthrie, heretofore appointed by me, who has requested a substitute because of illness.

Respectfully submitted,

J. Virgil Fletcher
Mayor of Salisbury.

OATH OF REGISTRARS OF VOTERS
OF THE CITY OF SALISBURY FOR THE YEAR
NINETEEN HUNDRED FORTY-TWO.

I, Marian B. Simpson, residing in Parsons Election District, in the City of Salisbury, Wicomico County, State of Maryland, do solemnly swear that I am a resident and qualified voter in Parsons Election District, in the City of Salisbury, State of Maryland; that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that I will support the Charter and Ordinances of the City of Salisbury, and that I will fairly, faithfully and honestly perform the duties of Registrar of voters in the City of Salisbury in the year 1942, according to the best of my ability.

Marian B. Simpson (SEAL)
Marian B. Simpson

SUBSCRIBED AND SWORN TO before me, a Justice of the Peace for Wicomico County, State of Maryland, this 6th day of April, in the year Nineteen Hundred Forty-Two.

Harry E. Hudson
Harry E. Hudson
Justice of Peace

COPY

United States Senate

COMMITTEE ON
TERRITORIES AND INSULAR AFFAIRS

IN REPLY, PLEASE REFER TO DATE
OF THIS LETTER

March 31, 1942

Mr. S. Norman Holland,
The Southern Engineering & Manufacturing Co.
Salisbury
Maryland

Dear Mr. Holland:

Following up your last communication, I have now received reply from the Philadelphia Ordnance District, copy of which I am enclosing, and to the third paragraph of which I invite your specific attention.

I suggest that you make reply to that part of the letter either directly to the Philadelphia Ordnance Depot, letting me have a copy thereof, or to me, which I shall in turn be very glad to submit to the Ordnance authorities.

Assuring you of my desire to do everything I can to be helpful to Salisbury in this matter, I am, with best wishes,

Sincerely yours,

SL
Encl.

*add to
minutes*

COPY

WAR DEPARTMENT
PHILADELPHIA ORDNANCE DISTRICT
ROOM 1300 MITTEN BUILDING
BROAD AND LOCUST STS.,
PHILADELPHIA, PA.

March 28, 1942

Hon. M. E. Tydings
U. S. Senate
Washington, D. C.

My dear Senator:

Prior to the receipt of your wire dated March 25th, regarding the Southern Engineering and Manufacturing Company, Salisbury, Maryland, our engineers had been studying the facilities of that company in the hope that something could be worked out which would enable them to produce ordnance materials.

Ordnance items are primarily manufactured by the use of various types of machine tools; supply of same is, at this time, very critical and we are making every effort therefore, to utilize all existing tools and organizations now established.

We are advised that this company does not have any machine tools but do have a building and if they could locate second hand idle machine tools and could develop a skilled labor supply, this office would be anxious to consider them when we have allocations from Office, Chief of Ordnance along the lines which the Southern Engineering and Manufacturing Company would be able to produce.

Your interest and cooperation in the effort to make this community more useful in the National Defense Program, is greatly appreciated and please be assured that the Philadelphia Ordnance District is making every effort to use existing idle machine tools to save the construction of new ones unless absolutely necessary.

Very truly yours,

D. N. Hauseman,
Colonel, Ord. Dept.,
Deputy District Chief

April 1, 1942

Mayor and Council of Salisbury
Salisbury, Maryland
and
County Commissioners of Wicomico County
Salisbury, Maryland

Gentlemen:

Reference is made to a letter dated March 24 received from Mr. Alfred T. Truitt regarding the number of dinners reserved for the recent banquet held in observance of the beginning of work on the Salisbury Airport.

According to my records, one hundred and seven (107) invitations were forwarded from this office. However, arrangements for the dinner reservations at the Wicomico Hotel were under the supervision of John F. Morris, General Chairman, and Alfred T. Truitt, Chairman Banquet Committee. Incidentally, Mr. Morris has stated on several occasions that he telephoned the Chef of the Hotel and requested reservations for seventy (70) persons.

It is regrettable that a misunderstanding has occurred but I am perfectly willing to assume a proportional share of the expenses with the Mayor and Council and County Commissioners.

Sincerely yours,

Clark Gardner

City Engineer

CG vg

cc: Mr. Alfred T. Truitt
Salisbury Chamber of Commerce, Inc.

add to memo

OATH OF JUDGES OF ELECTIONS OF THE CITY
OF SALISBURY FOR THE YEAR NINETEEN
HUNDRED AND FORTY-TWO.

We, Nellie E. Guthrie, Marian B. Simpson, Mollie B. Nock, Mable K. Records, George B. Riggin and Robert M. Collins, the duly appointed Judges of Elections, do solemnly swear that we are citizens and qualified voters in Parsons Election District, of the City of Salisbury, State of Maryland; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury and that we, severally, will fairly, faithfully, honestly and impartially perform the duties of Judges of Elections in the Primary and General Election of the City of Salisbury in the year NINETEEN HUNDRED AND FORTY-TWO, according to the best of our abilities.

And we do further swear that we will not attempt to ascertain, save in cases and in the manner in which we are authorized by law so to do, for what candidate or candidates any person shall vote or has voted, or how any person shall vote or has voted on any question which may be, or may have been, submitted to the vote of the people, and if such knowledge shall be acquired by us, or either of us, we will not directly or indirectly, by word or act, divulge or reveal the same, or aid in doing so, save when we may be required to do so by law in some legal proceedings.

IN TESTIMONY WHEREOF, we do hereunto subscribe
our names.

Nellie E. Guthrie
Nellie E. Guthrie

Marian B. Simpson
Marian B. Simpson

Mollie B. Nock
Mollie B. Nock

Mable K. Records
Mable K. Records

George B. Riggins
George B. Riggins

Robert M. Collins
Robert M. Collins

SUBSCRIBED AND SWORN TO before me a Justice of
the Peace for Wicomico County, State of Maryland,
this 1st day of April in the year NINETEEN
HUNDRED AND FORTY-TWO.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

OATH OF JUDGES OF ELECTIONS OF THE CITY
OF SALISBURY FOR THE YEAR NINETEEN
HUNDRED AND FORTY-TWO.

We, Mary C. Butcher, Nina E. Malone, Lottie G. Fields, Helen M. Hitchens, Margaret D. Hill and John D. Morris, the duly appointed Judges of Elections, do solemnly swear that we are citizens and qualified voters in Camden Election District, of the City of Salisbury, State of Maryland; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury and that we, severally, will fairly, faithfully, honestly and impartially perform the duties of Judges of Elections in the Primary and General Election of the City of Salisbury in the year NINETEEN HUNDRED AND FORTY-TWO, according to the best of our abilities.

And we do further swear that we will not attempt to ascertain, save in cases and in the manner in which we are authorized by law so to do, for what candidate or candidates any person shall vote or has voted, or how any person shall vote or has voted on any question which may be, or may have been, submitted to the vote of the people, and if such knowledge shall be acquired by us, or either of us, we will not directly or indirectly, by word or act, divulge or reveal the same, or aid in doing so, save when we may be required to do so by law in some legal proceedings.

IN TESTAMONY WHEREOF, we do hereunto subscribe
our names.

Mary C. Butcher
Mary C. Butcher

Nina E. Malone
Nina E. Malone

Lottie G. Fields
Lottie G. Fields

Helen M. Hitchens
Helen M. Hitchens

Margaret D. Hill
Margaret D. Hill

John L. Morris
John L. Morris

SUBSCRIBED AND SWORN TO before me a Justice of
the Peace for Wicomico County, State of Maryland,
this 1st day of April in the year NINETEEN
HUNDRED AND FORTY-TWO.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

OATH OF JUDGES OF ELECTIONS OF THE CITY
OF SALISBURY FOR THE YEAR NINETEEN
HUNDRED AND FORTY-TWO.

We, J. Collins Lank, W. T. Brumbly, Mildred W. Tingle, Lee C. Collins, Lloyd W. Ennis and Pearl Collins, the duly appointed Judges of Elections, do solemnly swear that we are citizens and qualified voters in Salisbury Election District, of the City of Salisbury, State of Maryland; that we will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that we will support the Charter and Ordinances of the City of Salisbury and that we, severally, will fairly, faithfully, honestly and impartially perform the duties of Judges of Elections in the Primary and General Election of the City of Salisbury in the year NINETEEN HUNDRED AND FORTY-TWO, according to the best of our abilities.

And we do further swear that we will not attempt to ascertain, save in cases and in the manner in which we are authorized by law so to do, for what candidate or candidates any person shall vote or has voted, or how any person shall vote or has voted on any question which may be, or may have been, submitted to the vote of the people, and if such knowledge shall be acquired by us, or either of us, we will not directly or indirectly, by word or act, divulge or reveal the same, or aid in doing so, save when we may be required to do so by law in some legal proceedings.

IN TESTIMONY WHEREOF, we do hereunto subscribe
our names.

J. Collins Lank
J. Collins Lank

W. T. Brumbly
W. T. Brumbly

Mildred W. Tingle
Mildred W. Tingle

Lee C. Collins
Lee C. Collins

Lloyd W. Ennis
Lloyd W. Ennis

Pearl Collins
Pearl Collins

SUBSCRIBED AND SWORN TO before me a Justice of
the Peace for Wicomico County, State of Maryland,
this 1st day of April in the year NINETEEN
HUNDRED AND FORTY-TWO.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

CITY HALL - SALISBURY, MARYLAND - APRIL 13, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night April 13, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman, with Claude E. Russell absent due to illness.

1. The minutes of April 6, 1942 were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed.
2. Resolution #1 relative to a request from Elder Rodney E. Alsop for a religious display came up again and it was pointed out that the fire chief should be notified that he should not permit a display within two hundred feet of a polling place. At this point the Chief came in and he was so notified.
3. Police Chief Chatham presented his weekly log together with his parking violation report for the month of March which was ordered accepted and filed upon a motion offered by Councilman Gardner seconded by Councilman Howie and duly passed.

The Chief reported that the radio needed servicing and that he was unable to have Mr. Winter come to Salisbury to service it. The Clerk was instructed to write the Maryland Radio Supply Company, Attention of Mr. Winter, and formally request him to make these adjustments which were a part of his contract. The letter was to be registered.

Chief Chatham reported that the fence about the City Park had been broken by an automobile driver and reported he would secure the number and name of the owner and render him a bill for damages if it were in order. The Council instructed the Chief to render such a bill.

4. The Building Inspector reported he had received a request from Mr. Peter Linnett for a permit to rebuild his building on Lake Street which was recently destroyed by fire. He also reported the receipt of a request from Martin & Schwartz for a permit to place two iron columns on the inside of the curb line on the front of their property on Main Street as a support for an I beam which was to be used for unloading freight from the cars on their siding. The Council instructed him to be guided by advice from the City Solicitor.
5. The Harbor Master, Mr. Insley, reported that Mr. John Testa had advised him that he was receiving estimates on the partial repair of his water front property and that he expected to make these repairs in the near future.

Mr. Insley reported that he was very anxious to close up the matter of wharf repairs with the B. & E. Railroad and carry to completion the work that he had undertaken before resigning and advised the Council that he would endeavor to do this during the month with their approval after which time he expected to resign. The Council accepted his suggestions.

JEM.

6. Mr. James White reported for the Fire Department that the Delmarva Fireman's Association would meet in Salisbury May 13 at their annual convention. He further advised the Council that the department had requested him to appear before the Council and request their permission or approval to solicit funds in the City to take care of the convention expenses. He explained that they had refrained from selling books, advertising matter or any other promotional work to raise funds at the request of the Chamber of Commerce and in accord with what they understood to be the wishes of the Council but in order to raise money they had talked the matter over with the Chamber of Commerce and they had been advised that they would rather have them solicit funds directly from the business firms rather than by any other means and therefore desired the City's approval. The Mayor and Council offered no objections.
7. Mr. Lewis Merryman came before the Mayor and Council and requested curb and gutter in front of his property and part of Weaver's on the River Road near West College Avenue. He explained that he had been requesting this work since approximately 1938 and really wanted to see it done.

The Council explained the cost and that today it was approximately 80¢ per foot, 40¢ of which was to be borne by the property owner. They advised Mr. Merryman they would discuss the matter and instructed the Clerk that he could inform Mr. Merryman.

No action was taken however.

8. The City Engineer presented a request from Mr. William Morgan for the use of 40 pieces of 2 x 8 timber in order to put in the sewer connection for Mr. Baysinger's new house on Park Avenue. The Council found it would be satisfactory to loan the material provided it was returned in good order.
9. The City Solicitor reported on the matter for chauffeurs licenses. His investigation found that employees of the Garbage Department and Street Department who drove the City's trucks would be required to have chauffeur's license.

Councilman Gardner offered a motion which was seconded by Councilman Howie and duly passed authorizing the Treasurer to prepare vouchers for the necessary chauffeur's licenses to be charged to the respective departments.

10. Bids on 50 yards of ^{Cross} ~~12~~ section paper were received. The three firms quoting offered identical prices and purchase order No. L-7 to Eugene Dietzgen Company, Incorporated, 218 East 23rd Street, New York, covered a purchase of cross section paper was ordered approved by a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed.



Minutes of the Mayor and Council

Page #3

April 13, 1942

11. The City Engineer reported on a call from the Salisbury National Bank relative to water seeping into their cellar and asked that the City dig a test hole in the street to determine if the water was coming from the outside through the street or the sidewalk. The Council advised the City Engineer that it would be satisfactory to dig this test hole.
12. Parking ticket No. 11839 was presented and ordered excused upon a motion made by Councilman Gardner, seconded by Councilman Howie and duly passed.
13. The City Engineer presented a request for sewer extensions in behalf of Mr. Hilary Taylor to provide for new houses on Third and Fourth Street. He pointed out these extensions would be at the expense of the General Fund.

A motion was offered by Councilman Gardner, seconded by Councilman Howie and duly passed, authorizing the extensions.

14. Mr. Ernest McBriety forwarded a request for a fill to be placed over the drain pipe placed some time ago through his property leading from Federal Street to the river.

Councilman Gardner offered a motion which was seconded by Councilman Howie and duly passed authorizing the fill whenever excess dirt was available.

15. The City Engineer presented a report relative to Civilian Defense work.
16. Mr. Potts made a report relative to the recent registration.
17. A letter from Mrs. A. G. Toadvine was received and presented to the Council in which she again asked for a mark off of her water bill.

The City Clerk was instructed to inform her that they could not authorize the mark off.

18. A letter was received and presented to the Council from Mrs. Margaret A. Pillsbury of the Service Men's Recreation Center asking the City to pay two bills which she enclosed, one to the Gunby Co. in the amount of \$23.37, equipment used in the old Lewis building, together with the current water bill.
19. A motion was duly made, seconded and passed authorizing President of Council to sign a priority rating on Purchase Order No. L-750.
20. A letter from the Salisbury Lions Club was received and read before the Council. The letter invited the Mayor and Council to attend in a body the Monday night performance of a minstrel they were presented at the Arcade theater.



April 13, 1942

The Motion was duly offered, seconded and passed instructing the Clerk to reply to the letter informing the Lions Club that they appreciated very much the invitation and regretted they were unable to accept it and attend their performance.

21. A letter dated April 10 was received from S. Liebovitz & Sons asking to know what action had been taken on their 1940 tax assessment reduction. The Council instructed the Treasurer to inform the Liebovitz firm that they were unable to make any decrease in the assessment as certified to by the State Tax Commission.
22. The matter of outstanding bills on the recent airport dedication came up for discussion and the Clerk was instructed to take the bills to the next meeting of the County Commissioners to secure their recommendations on how it should be paid.
23. Letters from the War Production Board relative to their servicing and repair of office equipment was received and read.
24. The City Solicitor reported that he had investigated titles in connection with Lehigh Avenue and that as a result he believed the City did not have any title to Lehigh Avenue and that they should not place any improvements thereon. The City Solicitor was instructed by the Council to write Mrs. Wm. Phillips to this effect.
25. Mr. Potts, the City Solicitor, reported he had written Mrs. Wm. Phillips informing her that it would be necessary for her to repair or replace her sidewalk on Philadelphia Avenue.
26. Vouchers No. 17762 and Vouchers No. 17773 to 17796 were read and approved for payment upon a motion offered by Councilman Gardner, seconded by Councilman Howie.
27. At the request of Mr. R. R. Furnell the City Clerk asked if it was agreeable for the Red Cross to go ahead with their plans to employ a swimming instructor or guard at the Park during the summer. Upon a motion offered by Councilman Gardner, seconded by Councilman Howie the request which was in accord with a previous request was approved.

There being no further business the meeting adjourned at 10:30.

APPROVED:

4/28/42
Date

John E. Morris
President of Council

Wade H. Dondley Jr.
Clerk

OATH OF JUDGES OF ELECTIONS OF THE CITY
OF SALISBURY FOR THE YEAR NINETEEN
HUNDRED AND FORTY-TWO.

I, Gladys L. Bradley, the duly appointed Judge of Elections, do solemnly swear that I am a citizen and qualified voter in Salisbury Election District, of the City of Salisbury, State of Maryland; that I will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof; that I will support the Charter and Ordinances of the City of Salisbury and that I will fairly, faithfully, honestly and impartially perform the duties of Judge of Elections in the Primary and General Election of the City of Salisbury in the year Nineteen Hundred and Forty-Two, according to the best of my ability.

And I do further swear that I will not attempt to ascertain, save in cases and in the manner in which I am authorized by law so to do, for what candidate or candidates any person shall vote or has voted, or how any person shall vote or has voted on any question which may be, or may have been, submitted to the vote of the people, and if such knowledge shall be acquired by me, I will not directly or indirectly, by word or act, divulge or reveal the same, or aid in doing so, save when I may be required to do so by law in some legal proceedings.

IN TESTIMONY WHEREOF, I do hereunto subscribe my name.

Gladys L. Bradley
Gladys L. Bradley

SUBSCRIBED AND SWORN TO before me a Justice of the Peace
for Wicomico County, State of Maryland, this 13TH day of
April in the year Nineteen Hundred and Forty-Two.

E. Sheldon Jones
E. Sheldon Jones
Justice of the Peace.

Salisbury, Maryland

April 13, 1942

To The Council of Salisbury:

Pursuant to the provisions of Section 263 of Article 23 of the Public Local Laws of Maryland as enacted by Chapter 101 of the Acts of 1941 of the General Assembly of Maryland, I hereby appoint Gladys L. Bradley, a citizen and qualified voter in Salisbury Election District of the City of Salisbury, State of Maryland to be a Judge of Elections for Salisbury Election District to serve in the place of J. Collins Lank who will be unable to serve.

Respectfully submitted,

J. Virgil Pichew
Mayor of Salisbury.

Salisbury, Maryland

April 13, 1942

To The Council of Salisbury:

Pursuant to the provisions of Section 266 of Article 23 of the Public Local Laws of Maryland as enacted by Chapter 82 of the Acts of 1941 of the General Assembly of Maryland, we hereby appoint Gladys L. Bradley, a citizen and qualified voter in Salisbury Election District of the City of Salisbury, State of Maryland, to be a Judge of Elections for Salisbury Election District to serve in the place of J. Collins Lank who will be unable to serve.

Respectfully submitted,

DEMOCRATIC CITY COMMITTEE

Elisha E. Twilley
Elisha E. Twilley

J. William Slemons
J. William Slemons

Paul E. Watson
Paul E. Watson

GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 to MARCH 31, 1942

INCOME

Taxes

1942	\$ 3.68	
1941	64,540.80	
1940	13,363.55	
1939	7,149.69	
1938	3,523.03	
1937 & prior	2,702.22	
Interest	3,619.33	
Total	94,902.30	
Less Sinking Fund proportion	33,217.18	
		\$ 61,685.12

OTHER INCOME

Street Repair Assessments	75.25	
Miscellaneous Income	3,991.73	
Licenses	941.51	
Building Permits	569.00	
Over & Short	- 2.07	
Franchise Tax	817.00	
Board of Education - Policing	388.90	
Bank Stock Tax	2,711.03	
State of Maryland Income Tax	494.37	
Notes Payable	20,741.18	
Filing Fees	125.00	
		30,852.90

RECOVERED EXPENDITURES

Parking Meter & Traffic Fund	1,000.00	
Special Street Fund	700.00	
Public Improvement Fund	1,500.00	
By Pass Utilities	103.40	
Water Department	151.81	
County Commissioners (Airport Acct.)	1,045.00	
Street Improvement Fund (Curb & Gutter)	563.62	
		5,063.83

Total Current Collections \$97,601.85

1941 Advance Tax Collections held in
special account for Oct. 1, 1942 51,869.22

TOTAL RECEIPTS FOR THE PERIOD 149,471.07

Balance in bank and on hand Oct. 1, 1941 76,234.50

TOTAL \$225,705.57

Jeon

DISBURSEMENTS

Budget Expenditures		
General Government	\$ 5,444.96	
Department of Public Safety	23,142.45	
Department of Health	150.00	
Department of Public Works	28,868.63	
Public Properties	2,787.26	
Public Improvements	22,773.71	
Capital Equipment	600.00	
Miscellaneous (Dog Catching Expenses)	<u>890.27</u>	\$ 84,657.28
Other Expenditures		
Water & Sewer Connection	\$ 2,821.09	
Loans from Water Department	4,678.97	
Paid on Bank Loans	35,000.00	
Misc. Refunds & Expenses	562.74	
By Pass Highway Utility Account	<u>13,358.26</u>	\$141,078.34
To General Fund, 1941 Advance Tax Collections held in special account	\$51,869.22	
To Sinking Fund, 1941 Advance Tax Collections held in special account	<u>27,929.58</u>	\$ 79,798.80
TOTAL DISBURSEMENTS		\$220,877.14
Cash on hand and in bank Mar 31, 1942		<u>4,828.43</u>
TOTAL		\$225,705.57

JSM.

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-42
(Allocation for General Expenses)

<u>ACCT. NO. 1 - GENERAL GOVERNMENT:</u>		1941-1942	Spent to	
		Budget	3-31-42	Balance
<u>Acct. No. 10 - Legislative Branch:</u>				
110.1	Salaries - Mayor and Council	\$2,100.00	\$1,050.00	\$1,050.00
110.2	Expenses - Mayor and Council	300.00	53.04	246.96
110.3	Elections & Registrations	800.00	50.00	750.00
		<u>\$3,200.00</u>	<u>\$1,153.04</u>	<u>\$2,046.96</u>
<u>Acct. No. 11 - Department of Finance:</u>				
111.1	Salary - Clerk-Treasurer	\$2,400.00	\$1,200.00	\$1,200.00
111.2	Salaries - Clerks	2,300.00	1,110.66	1,189.34
111.3	Stationery & Printing	600.00	340.19	259.81
111.4	Advertising & Printing	500.00	287.57	212.43
111.5	Bond - City Treas. Office	812.50	45.00	767.50
111.6	Telephone Clerk's Office	75.00	36.71	38.29
111.7	Auditing	1,500.00		1,500.00
111.8	Assessments	200.00	98.72	101.28
111.9	Compensation	100.00	9.56	90.44
		<u>\$8,487.50</u>	<u>\$3,128.41</u>	<u>\$5,359.09</u>
<u>Acct. No. 12 - Legal Department:</u>				
112.1	Salary - City Solicitor	\$ 400.00	\$ 199.98	\$ 200.02
112.2	Legal Expenses	1,000.00	127.80	872.20
		<u>\$1,400.00</u>	<u>\$ 327.78</u>	<u>\$1,072.22</u>
<u>Acct. No. 13 - Miscellaneous Expenses:</u>				
113.1	Interest on Temporary Loans	\$1,000.00	\$ 405.56	\$ 594.44
113.2	Membership - Chamber of Commerce	25.00	35.00	- 10.00
113.3	Donation - Public Library	160.00		160.00
113.4	Donation - Salvation Army	150.00	75.00	75.00
113.5	Donation - Boy's Band	200.00	200.00	
113.6	Civil Service Commission	300.00	120.17	179.83
		<u>\$1,835.00</u>	<u>\$ 835.73</u>	<u>\$ 999.27</u>
<u>ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY:</u>				
<u>Acct. No. 14 - Fire Department:</u>				
214.1	Custodian	\$6,370.00	\$3,297.10	\$3,072.90
214.2	Convention Fund	3,000.00		3,000.00
214.3	Accident Insurance	685.38	300.00	385.38
214.4	Fire Insurance on Bldg.	51.25	75.00	- 23.75
214.5	Fuel & Coal	700.00	555.80	144.20
214.6	Cleaning Bedrooms	100.00	72.00	28.00
214.8	Laundry	250.00	108.35	141.65
214.9	Gas-Hot Water Heater	75.00	90.19	- 15.19
214.10	Oil & Gasoline Fire Trucks	500.00	221.13	278.87
214.11	Repairs to Building	200.00	173.36	26.64
214.12	Repairs to Equipment	746.00	146.02	599.98
214.13	Supplies	400.00	483.68	- 83.68
214.14	Telephone	175.00	94.12	80.88
214.15	Fire Prevention & School	125.00	134.50	- 9.50
214.16	Salary - Chief	200.00	150.00	50.00
		<u>\$13,577.63</u>	<u>\$5,901.25</u>	<u>\$7,676.38</u>

Jan

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,080.00	\$1,051.43	\$ 1,028.57
215.2	Salaries - Regular Police	8,970.00	4,434.14	4,535.86
215.3	Salaries - Extra Police	6,838.00	3,447.89	3,380.11
215.4	Uniforms & Equipment	730.00	83.02	646.98
215.5	Auto & Motorcycle Exp.	1,181.00	547.70	633.30
215.6	PD & PL Ins. on Police Cars	105.50	1.48	104.02
215.7	Telephone & Telegraph Exp.	75.00	34.59	40.41
215.8	Stationery & Printing Etc.	350.00	114.98	235.02
		<u>\$20,329.50</u>	<u>\$9,715.23</u>	<u>\$10,614.27</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00	\$7,485.55	\$ 7,514.45
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	2,080.00	\$1,053.34	\$ 1,026.66
217.2	Office Expense	75.00	30.72	44.28
217.3	Automobile Expenses	90.00	30.85	59.15
217.4	Clerical Help	429.00	175.08	253.92
		<u>\$ 2,674.00</u>	<u>\$1,289.99</u>	<u>\$ 1,384.01</u>

DEPARTMENT OF HEALTH - ACCT. NO. 3

Acct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00	\$ 150.00	\$ 150.00
318.2	Removal of Weeds	200.00		200.00
318.3	Oiling Lakes & Ponds	100.00		100.00
		<u>\$ 600.00</u>	<u>\$ 150.00</u>	<u>\$ 450.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

Acct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00	\$1,050.00	\$ 1,050.00
419.2	Salaries - Engineering Pers.	3,345.16	1,113.34	2,231.82
419.3	Salary - Stenographer	650.00	328.69	321.31
419.4	Office Expenses	325.00	340.61	- 15.61
419.6	Telephone & Telegraph Exp.	125.00	91.11	33.89
419.7	Compensation Insurance	75.00	19.51	55.49
419.5	Automobile Expenses	225.00	110.46	114.54
		<u>\$ 6,845.16</u>	<u>\$3,053.72</u>	<u>\$ 3,791.44</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00	\$ 150.00	\$ 150.00
421.2	Miscellaneous Expenses	75.00	.54	74.46
		<u>\$ 375.00</u>	<u>\$ 150.54</u>	<u>\$ 224.46</u>

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Acct. No. 22- Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$ 285.50	\$4,568.48
422.2	Labor - Catch Basin Maint.	3,198.00	1,621.21	1,576.79
422.3	Small Tools & Supplies	150.00	348.40	- 198.40
422.4	Repairs to St. Clean, Equip.	675.00	110.60	564.40
422.5	Gasoline & Oil	275.00	31.89	243.11
422.6	Liability Insurance	112.85	45.60	67.25
422.7	Compensation Insurance	160.00	55.17	104.83
		<u>\$ 7,066.85</u>	<u>\$ 2,498.37</u>	<u>4,568.48</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor	\$12,194.00	\$ 5,462.68	\$6,731.32
423.2	Asphalt for Maintenance	3,000.00	3,209.21	- 209.21
423.3	Stone for Maintenance	3,000.00	3,810.89	- 810.89
423.4	Gasoline, Oil & Kerosene	1,800.00	1,121.62	678.38
423.5	Repairs to Trucks	1,000.00	804.65	195.35
423.6	Repairs to Other Equip.	1,500.00	715.48	784.52
423.7	Small Tools & Supplies	250.00	11.35	238.65
423.8	Brick & Conc. St. Repairs	200.00	67.18	132.82
423.9	Compensation Insurance	275.00	237.74	37.26
423.10	Liability Insurance	130.40		130.40
		<u>\$23,349.40</u>	<u>\$15,440.80</u>	<u>\$ 7,908.60</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$ 3,696.39	\$3,279.61
424.2	Gasoline, Oil & Grease	600.00	386.15	213.85
424.3	Repairs to Trucks	750.00	1,383.64	633.64
424.4	Liability Insurance	118.50	27.10	91.40
424.5	Compensation Insurance	377.10	180.88	196.22
424.6	Telephone	45.00	20.40	24.60
		<u>\$ 8,866.60</u>	<u>\$ 5,694.56</u>	<u>\$3,172.04</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 526.33	\$1,873.67
425.2	Rental of Trucks	320.00	28.04	291.96
425.3	Small Tools & Supplies	350.00	32.64	317.36
425.4	Compensation Insurance	80.00	21.06	58.94
425.5	Salary - Park Police	500.00		500.00
		<u>\$ 3,650.00</u>	<u>\$ 608.07</u>	<u>\$3,041.93</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00	\$ 173.00	\$ 827.00
426.2	Compensation Insurance	20.00		20.00
		<u>\$ 1,020.00</u>	<u>\$ 173.00</u>	<u>\$ 847.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIESAcct. No. 27 - City Hall Building:

527.1	Salary Custodians	468.00	\$ 419.25	\$ 48.75
527.2	Fuel	300.00	245.85	54.15
527.3	Supplies	200.00	525.68	- 325.68
527.4	Repairs to Building	350.00	310.97	39.03
527.5	Fire Insurance	18.13	54.00	- 35.87
527.6	Compensation Insurance	10.00	5.26	4.74
		<u>\$ 1,346.13</u>	<u>\$ 1,561.01</u>	<u>\$ - 214.88</u>

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Acct. No. 28 - City Yards - Mill & Willow Streets

528.1	Salaries to Custodians	\$1,872.00	\$ 953.67	\$ 918.33
528.2	Repairs to Building	500.00	190.12	309.88
528.3	Printing Inventory Forms	25.00	23.10	1.90
528.4	Compensation Insurance	73.00	59.36	13.64
		<u>\$2,470.00</u>	<u>\$ 1,226.25</u>	<u>\$ 1,243.75</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:

Acct. No. 30 - General Public Improvement

630.1	Land for Colored Playground	\$1,430.00	\$ 1,430.00	\$
630.2	Curb & Gutter Construction	4,376.00	6,330.00	- 1,954.41
630.3	City-County Airport	2,500.00	14,284.17	-11,784.17
630.4	Opening & Widening Streets	700.00	536.63	163.37
		<u>\$9,006.00</u>	<u>\$22,581.21</u>	<u>-13,575.21</u>

Acct. No. 31 - Participation in WPA Sewing Project

631.1	Rental of Building	\$ 330.00	\$ 192.50	\$ 137.50
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ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment

734.1	Police Car	\$ 600.00	\$ 600.00	
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ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous

835.1	Salary - Dog Catcher	\$ 780.00	\$ 890.27	\$ -110.27
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Totals	\$132,808.77	\$84,657.28	\$48,151.49
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CITY HALL - SALISBURY, MARYLAND - APRIL 20, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night April 20, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman, with Claude E. Russell absent due to illness.

1. Mr. George Truitt came before the Mayor and Council in response to an invitation from Mr. James White, Plumbing Inspector. Mr. White informed the Council that Mr. Truitt had installed a drinking fountain in the W. E. Tilghman Company property and had not secured a permit to cover the installation. He explained further that Mr. Truitt could not now sign the request for a permit since he was not a plumber and explained also that Mr. Truitt was not aware of the requirement.

Mr. Truitt informed the Council that Mr. White's statements were correct and added that he had no intention of violating the City's ordinances. The Council informed Mr. Truitt that under the conditions as they had been explained that they would go no further with the matter but advised him that he should not do any more plumbing work. The Plumbing Inspector was instructed to collect permit fee from the Tilghman Company after he had inspected the work and found it satisfactory.

2. Police Chief Chatham presented his weekly log together with his consolidated monthly report which were both ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.

The Chief further reported that the radio equipment was now being adjusted and repaired. He brought up the question of whether the City was to furnish the new tubes or whether it was the responsibility of the Maryland Radio Supply Company. The Council after some discussion decided the City would pay for the tubes.

3. The Building Inspector, Mr. Hastings, reported on the construction cost of the Martin & Schwartz new property together with their new equipment.

He presented a request in behalf of the Red Star Motor Coaches, Ind. for a street light in front of their property on Main Street. The Council informed Mr. Hastings that he could inform the Company that present ordinances prohibited the placing of any poles and overhead wires on the streets. They would be required now to place underground cable and an ornamental light when and if it were installed. They should be advised that at the present time they were unable to install this light.

4. Filbert Lemon together with another property owner from Delaware Street came before the Council to request that they remedy the unsanitary conditions back of their house on the dump property. He explained that a fill across the corner near Hitch's store had stopped up a drain which ran from Blake Street parallel

JEM.

April 20, 1942

to Delaware Street to the edge of the dump property near Main Street and flowed from there eastward to the river. He informed the Council that the water was backed up some 300 or 400 feet for a depth of approximately $2\frac{1}{2}$ feet.

He informed the Council that this water was stagnant and gave off a very bad odor and in behalf of themselves and the other residents on the street requested that they do whatever they could to remedy the situation.

The Council asked the City Engineer to look into the matter to see what could be done to remedy it.

5. Mr. F. L. Insley, Harbor Master, reported the receipt of a letter from the U. S. Coast Guard signed by Mr. W. J. Heaster, Captain 5th Naval District in which he explained all of the buoys in the river which he had requested to be replaced had been extinguished for military purposes to effect a complete black-out and would probably not be replaced during the period of national emergency.
6. The City Engineer reported that Mr. Morrison of the State Roads Commission had agreed to loan the City ~~1000~~ feet of snow fence for the purpose of fencing in a part of the City Park property. Mr. Morrison, however, requested the City to write him and formally request the loan.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed that such a letter be written to Mr. Morrison.

7. The City Engineer reported a call from Mr. Lay Phillips relative to the Taylor property at the intersection of the By Pass and East Main Street. Mr. Phillips informed the City Engineer that the Taylor house presented a very bad hazard to the tenant and possibly the City since it was on the extreme edge of a 10 foot cut which might slip and through the structure down.

The City Solicitor was instructed by the Council to arrange a meeting with Mr. Taylor for Tuesday April 21 to advise him that he should remove his tenants immediately as the contractor could assume no liability for any damage done and it was a definite danger to the tenant.

8. The City Engineer reported he had received a request from the attorney to the County Commissioners, Mr. Edgar Porter, to request the Council for their opinion in a proposed new bill requested building permits for new structures in the County and zoning and area about Salisbury. The Council instructed the City Engineer after some discussion that he should work with the attorney on the matter and that after they had formulated a plan to report back to the Council for their approval and recommendations.

9. The City Engineer presented a request from Red Star Motor Coaches, Inc. and Mr. Anderson, operator of Jack's Service

J.M.

Station, for a continuous depressed curb along their property approximately 60 feet with about a 35 foot depression on the Anderson property and 25 foot on the Red Star property. The City Engineer was instructed to be guided by the advice of the City Solicitor.

10. Mr. A. P. Isakson came before the Mayor and Council and presented a request for a new man to operate the street grader and four new men for work on streets to replace the same number of men who had resigned to take other work. He also requested that the Council consider an increase in salary for some of the street force in order to hold his key men.

The Council instructed Mr. Isakson to give them a list of his street force together with the wages he recommended. After the receipt of this list they would study it to see what could be done.

The Clerk was instructed to write the Secretary of the Civil Service Commission to request that they furnish the Council with a list of eligibles from which to select an operator of the street grader and four laborers.

11. The City Engineer presented a telegram from American LaFrance which informed the Council that the sirens had not been shipped.
12. The City Engineer presented a financial report on the operations of the municipal Water Department for three months ending March 31, 1942 together with a financial report of the Water Department for the month of March which were both ordered accepted and filed. Publication of the three months report was authorized published. The motion was offered by Councilmen Howie, seconded by Councilman Hayman and duly passed.
13. The City Engineer presented a letter from the General Iron and Steel Corporation. It explained that a shipment of brush iron could not be made on a A-10 rating and that it would be necessary for him to present an A-3 or better if it were to expect shipment.

Councilman Hayman offered a motion which was seconded by Councilman Gardner and duly passed authorizing the City Engineer to request the War Production Board to give the City a higher rating in order that the interests of sanitation and the public health could be more fully protected.

14. The City Engineer informed the Council that he had given the F. W. LaFrentz Company an inventory of the stock and material on hand of the Water Department.
15. The City Engineer presented bids for the inspection of vitrified clay pipe for the East Church sewer extension:

Standard Testing and Inspection Service	\$22.00
Delaware Testing Laboratories	\$30.00

JEM.

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Councilman Howie offered a motion which was seconded and duly passed authorizing the purchase from the lowest bidder.

16. A letter was received from the Mathieson Alkali Works asking for a certification on the use of the material to be placed on the order.

Councilman Hayman offered a motion which was seconded by Councilman Gardner authorizing the President of Council to sign such a statement.

17. Mr. W. B. Tilghman forwarded a request to the Council asking that the City aid in clearing up the unsanitary condition prevailing at the day nursery in the rear of the Jackson property. The City Engineer was authorized to laon the trouble in their sewer line and to remedy this condition.
18. The City Engineer asked that voucher in the amount of \$25.00 be approved for stamps for the use of the engineering department. A motion was offered by Councilman Howie, seconded by Councilman Gardner and duly passed authorizing the President and Treasurer to sign such a voucher.
19. The City Engineer was authorized to have prepared signs to be placed on the new fence to be erected in the City Park. The motion was offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
20. The City Solicitor, Mr. Potts, presented Ordinance No. 478, an ordinance granting to the State of Maryland the public easement in the bed of the Salisbury By Pass known as Salisbury Boulevard from East Main Street northerly to the New York, Philadelphia, & Norfolk Railroad overpass bridge on North Division Street, etc. A motion was offered by Councilman Hayman, seconded by Councilman Gardner and duly passed approving the ordinance for its first reading and authorizing it to be posted.
21. The City Solicitor reported he had received a letter from the Pennsylvania Railroad Company in response to a letter he had written them informing him that their company would widen the College Avenue crossing and move and replace the lights at their own expense.

Councilman Gardner offered a motion which was seconded by Councilman Howie and duly passed to repeal and reenact the present orinance on the speed limit of trains through Salisbury providing that the railroad company first remedy the condition at the College Avenue crossing.

22. The City Treasurer was authorized to write the State Comptroller to ask if the State Tax paid on gasoline for the City's use should not be refunded.

JSM.

23. Vouchers No. 17897 to 17845 inclusive were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Howie and duly passed.
24. The weekly dog report for the period April 11 and April 19 were read, ordered accepted and filed.
25. Dr. William Murphy V.M.D. forwarded a bill for the disposition and care of dogs for the period March 1 to April 4 in the amount of \$104.25 with the request that he be given a check as early as possible. Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed the Treasurer was authorized to draw such a voucher and the President and Treasurer were authorized to sign the voucher.
26. A letter from Mr. John W. Downing was received in which he reported receipt and disbursements for the Civilian Defense committee. The report showed among other things a balance on hand as of April 4 of \$144.34.
27. The Clerk presented sealed envelopes containing the official election returns of the recent primary election which was ordered accepted and attached to the minutes upon a motion made by Councilman Hayman, seconded by Councilman Gardner and duly passed.
28. The minutes of the meeting of the Mayor and Council of April 13 were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
29. President of Council John E. Morris, asked the Mayor and each member of the Council present if they had employed or authorized the employment of any new personnel in the last four or five weeks. The Clerk was also asked the same question. All replied "No." The City Engineer was also asked the same question and replied that he, as was the custom, had hired two men for work in the Park.

The Council President asked the Clerk to read the names of all of those people recently certified by the Council to the Civil Service Commission as coming under the Merit System and also the list of those furnished the Commission who were employed, but who had not worked a full year when the ordinance was passed.

The Clerk was directed to furnish the President of Council with a copy of these lists and a list of all those people shown on the past week's payroll, together with the names of those recently working the park as shown on the time book.

The City Engineer asked the Council to define his authority and responsibilities as City Engineer.

JEM.

Minutes of the Mayor and Council
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There being no further business, the meeting adjourned at 12:20.

APPROVED:

Date

4/27/42

President of Council

John E. Morris

Clerk

Wade A. Fendley



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

April 16, 1942

F. W. Lafrentz & Company
Attn: Mr. Briele
Downing Building
Salisbury, Maryland

Gentlemen:

According to an inventory made by employees of the Water Department on November 4, 1941, a description of materials and the market price as of that date is as follows:

Water Department--Emergency Reserve --

1. Cast Iron Pipe	\$4,036.50	
2. Cast Iron Fittings	5,399.99	
3. Valves & Valve Boxes	2,391.00	
4. Hydrants	1,466.40	
5. Jointing Materials	673.00	\$15,025.49

Water Department--Operating Supplies --

1. House Service Pipe	\$1,440.66	
2. Fittings	3,522.92	
3. Meters, including Yokes, Boxes & Covers	3,136.80	
4. Small Valves & Curb Boxes	596.19	8,696.57

Construction Department--Emergency Reserve --

1. Concrete Pipe	\$3,392.50	
2. Terra Cotta Pipe	5,220.96	
3. Terra Cotta Fittings	1,036.11	9,649.57

Total Valuations \$33,371.63

Respectfully submitted,

C. G.

City Engineer

CG vg

✓ cc: The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - APRIL 27, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night April 27, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Werner T. Gardner, Albin A. Hayman with Claude E. Russell absent due to illness.

1. The Police Department's weekly report was presented, ordered accepted and filed.

Mr. C. L. Dickinson, Chairman of Traffic Commission, came before the Mayor and Council relative to the Traffic lights at Main Street and the By Pass. He advised the Council that it was his opinion that an overhead light would be required at the intersection of these two streets and suggested that the more economical method to secure this light would be to transfer the light from Church and Priscilla Streets to the By Pass and to move the blinker light from Camden Avenue near the bridge to Priscilla Street.

He also recommended that the traffic light which the City contemplated erecting at Baltimore Avenue and the By Pass be a vehicular actuated light.

As a committee to study the recommendation of the Traffic Commission Council President Morris appointed Councilman Gardner and Howie as a committee to meet with the City Engineer, the Chief of Police and the Traffic Commission to decide on the light to be placed at Main Street and the By Pass.

2. Mayor Hitchens informed the Council that he had requested Mr. F. L. Insley, the Harbor Master, to continue in that capacity until his normal term expired in order that the work could continue until the successor was appointed. He advised the Council that the Commissioners had already agreed to and accepted his new recommendation. The Council likewise agreed.
3. Mr. Insley, the Harbor Master, reported that he had been in contact with the Division Supervisor relative to replacing their wharf property on Mill Street in the rear of Sheppard's and had found that they were now working up cost estimates.

He also reported the Conservation Commission had not yet made the final inspection of the river dredging project.

4. The Building Inspector reported on a call from Mr. Curtis Long who requested permission to operate a dry cleaning establishment at Broad and Church Streets in the Flat Iron Building which he expected to lease for that purpose.

The Council found that since an ordinance was already granted for operation of such a business at that location, no further action was necessary to permit this business.

JEM.

5. The matter of the location of the proposed new dog pound came before the Council upon a report from the committee of Councilman Howie and Hayman.

The Committee was authorized to meet again to finally select a location for the new pound and approve it.

6. The Clerk was authorized and instructed by the Council to look up the ordinance on fortune telling and to issue no new licenses for a period of less than one year.
7. A letter was received by the Mayor and Council from Phillips Brothers informing the Council that they expected to set up their mixing machinery on the B & E property on Baltimore Avenue very shortly unless the City agreed to pay them an additional sum to cover moving to a different location.

The City Solicitor was authorized to reply to the letter advising them that they should take every precaution to prevent it from becoming a nuisance and a menace to the public health.

8. Council President Morris presented a request from Mr. Edward Wyatt for the opportunity to bid on the park concession. Councilman Hayman offered a motion which was seconded by Councilman Gardner authorizing the City Engineer to prepare specifications for bids on the park concession. It was also stipulated that the request for bids should be advertised on both City papers.
9. A letter from Dunn and Bradstreet, Inc. in which they requested a copy of the last published financial statement was received.

The clerk was instructed to advise them that the financial statement for the last current year had not been published and they would be free to copy anything from it they desired after it had been placed on file in the Treasurer's office.

10. A letter from the City of Pasadena, Texas, was presented to the Council in which they requested information on the emergency supply wells and pumps as proposed by the City of Salisbury.

The letter was ordered referred to the City Engineer for reply.

11. A motion was made and passed that flowers be sent for the funeral of Mrs. Avery Hall. The cost was not to exceed \$5.00 and be charged to the Civil Service Commission.
12. The following bids were received on furnishing labor, materials, necessary equipment, etc. to construct the timber bulkhead wing walls, etc. at Shelthorn Pond together with furnishing of all labor, material and equipment necessary to replace three oak flood gates similar to the existing gates of the

JSM.

April 27, 1942

present dam:

Nock Construction Company	\$1,265.00
Laws Construction Company	1,628.35
Arthur T. Cox, Crisfield	1,400.00

Upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed, awarded was authorized to the lowest bidder, Nock Construction Company, as soon as the City Solicitor acquired title to the pond property, and subject also to the City Solicitor's opinion that Water Department funds could be expended for this purpose.

13. A letter was received from the Civil Service Commission replying to a request from the City Engineer Clarke Gardner in which they informed the Council that they felt it would be to the best interest of the Commission and the City of Salisbury for the City to employ the number of men they required for a temporary period of possibly 60 days after which time they expected to be in a position to furnish any other men required.

The President of Council asked where the authority came from to place the new men in the City Park and especially two men in the Police Department who were supposed to be working for the Water Department.

The Council was informed by the Mayor that he was recently authorized to employ the necessary men required to protect the water supply system in the park together with the tanks, as a national defense measure.

The Clerk was instructed to secure the minutes to cover such authority. The minutes of December 15, Resolution #15 was presented which read in part that the Mayor was authorized to hire six men for this purpose.

President of Council asked by whose authority two patrolmen namely, Dudley Gardner and Guy Wilson were on duty on City streets instead of in the park. The Mayor informed the President that he had ordered it in order that they might more fully protect the whole water system.

The Council President asked the City Solicitor if the City had the right to hire guards for the Water Department and place them patrolling the streets. The City Solicitor agreed to give his written opinion at the next weekly meeting.

The City Solicitor said he felt they did not have the right
W.H. J.

Upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed, the City Engineer was authorized to contact those people approved on the payroll of Oct. 1, 1941 for work in the park. Those people were:

Ira Elliott (already working)
Charles Kelly

Ernest Mitchell

JSM.

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The Council also approved the employment of William Maddox for work in the park and further instructed the City Engineer that if an additional person was needed his name should be presented to the Council at the next meeting.

The motion also authorized the City Engineer to employ the above mentioned people immediately and fix their salary at \$18.00 each with the exception of the salary for Mr. Elliott which was to be \$23.00 who was to act as foreman in the park. The motion limited all employment of these people to a period not exceeding 60 days which was in accord with the recommendations of the Civil Service Commission.

14. The City Engineer after a call from Mr. A. P. Isakson recommended that two men be employed by the Street Department and that Mr. Talbot Bounds be transferred temporarily to the operation of the street grader.

The Mayor informed the Council that he had received a request from the older men in the street department to try them out for those purposes at a higher rate of pay.

The Council agreed to employ Fred Smullen and a Mr. Wilkins at the rate of 40¢ per hour not to exceed 60 days for work in the Street Department and to try some of the older employees first on the grader before a permanent operator was selected.

15. Bids on 10,000 gallons of RC2 asphalt delivered to Mill Street were received from

Mexican Petroleum Products Corporation, Baltimore, Maryland
\$.09 per gallons

The Texas Company - no bid

John R. Hitchens, Seaford, Delaware - \$.10½ per gallon

A motion was offered by Councilman Gardner, seconded by Councilman Howie approving the purchase of 10,000 gallons of asphalt from the Mexican Petroleum Products Corporation, the lowest bidder.

16. The City Engineer presented a letter he had written to the Bureau of Priorities, Washington, D.C. requesting a rating of A-3 or better in order that the City could secure the necessary broom wire for the street sweeper.
17. The City Engineer presented a letter which he had written to Mr. F. A. Morrison, District Engineer, requesting the temporary loan of snow fence and posts for use in the City Park.
18. The City Engineer presented an application from Mrs. Gladys V. Oliphant for water and sewer service on Baltimore Avenue. The request would require approximately a 75 ft. extension of the

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water facilities and a house connection only to make the sewer available.

The City Engineer was instructed to write the War Production Board to ask if any such extensions could now be made. The request was also to cover the extension for the Board of Education.

19. A request was received for a sewer connection for the Precision Development Company. This extension was approved provided the cost were born by the Company.
20. The City Engineer presented a letter he had written to George L. Hall, Chief Engineer State Department of Health in which he stated that the proposed wells were to be used for the duration of the war and no water would be discharged to the public water system prio to the approval of the State Department of Health.
21. The City Engineer advised the Council that he felt that contracts and construction of the new wells recently approved should not be ~~been~~ ^{be} definitely ~~awarded~~ ^{begon} until they were certain materials could be received and were actually on hand. The Council agreed to the procedure.
22. The C & P Telephone Company presented a request for placing poles at a new location on the new part of the Salisbury By Pass.

The request was granted upon a motion offered by Councilman Hayman, seconded by Councilman Gardner and duly passed.
23. A letter was received from Mr. James Perry who requested the opportunity to bid on pictures of the new airport and the new part of the By Pass. No action was taken on the matter.
24. A letter was received from the American Commonwealth Corporation in which it was stated that they would offer 6% on a fair evaluation plus all maintenance costs for a contract from the City and County giving them the rights to run the airport and to collect fees for its use. No action was taken in the matter.
25. The City Engineer reported that Phillips Brothers had broken the street adjacent to their property on Delaware Street and had laid a sewer across it. He informed the Council that the matter had been brought to the attention of the City Solicitor and Mr. George Purnell. Mr. Gardiner advised the Council that he felt the firm had violated two of the City's ordinances and that no action to date had been taken against the firm.

The Plumbing Inspector, Mr. White, was instructed to investigate the matter and report back to the Council at their next regular meeting.

JSM.

April 27, 1942

26. Mr. Clarke Gardner invited the Mayor and Council to attend a practice of the Civilian Defense Councils control center Tuesday evening at 7:30.
27. Ordinance No. 478, an ordinance granting to the State of Maryland the public easement in the bed of the Salisbury By Pass from East Main Street northerly to the Norfolk, New York, Philadelphia overpass bridge on North Division Street, was read and approved and finally passed upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
28. The City Solicitor reported on the status of the ordinance providing the building lines for the new section of the By Pass. The Council instructed the City Solicitor to prepare a new ordinance for presentation to the Council for reintroduction.
29. The City Solicitor presented a financial statement which he had requested the F. W. Lafrentz Company to prepare for him for forwarding to the Safe Deposit and Trust Company of Baltimore in accord with their recent request.
30. Councilman Howie asked the City Solicitor the status of a new ordinance for widening Highland Avenue.
31. Councilman Howie asked the status of the ordinance for requiring sidewalk to be placed on Poplar Hill Avenue together with a status of an ordinance providing for a tax on parking lots together with the approximate date that Glen Avenue would be oiled together with the status of an ordinance on smoke.

The City Solicitor advised the Council that he was working on the widening of Highland Avenue; that the Poplar Hill Avenue ordinance had been completed and the City Engineer informed him that Glen Avenue would soon be oiled. The City Solicitor informed him further that no action had been taken on the parking lot matter and smoke.
32. Vouchers No. 17846 to 17874 were read and approved upon a motion offered by Councilman Gardner, seconded by Councilman Hayman.
33. The dog report for the week ending April 25 was presented, ordered accepted and filed.
34. The City Clerk was authorized to place an ad in the local paper advertising the house on North Division Street for rent at the rate of \$28.00 per month together with an advertisement offering the Dale Adkins property for rent.
35. In response to a request from Mrs. Brown occupying one of the North Division Street and By Pass houses for wall paper for two or three rooms, the Building Inspector Mr. Hastings was



Minutes of the Mayor and Council

Page #7

April 27, 1942

authorized to examine the house to see if the work was necessary and to give an estimate on the cost of the work.

36. The minutes of the meeting of April 20 were read and approved upon a motion offered by Councilman Howie and Hayman and approved.

The meeting adjourned at 12:45.

APPROVED:

5/4/42
date

John E. Morris
President of Council

Wade H. Dinsley
Clerk

Cox Construction Co., Arthur P. Cox, Crisfield, Maryland
Nock Construction Co., Salisbury, Maryland
Laws Construction Co., Salisbury, Maryland

April 16, 1942

Cox

Gentlemen:

Sealed bids, in duplicate, will be received by the Mayor and Council of Salisbury at their office located in the City Hall until 8:00 P.M. War Time, Monday, April 27, covering the following work:

Item 1: Furnishing all labor, materials and equipment necessary to construct timber bulkhead, wing walls, flooring, etc., substantial details of which are shown on plan enclosed, entitled "Sketch of Proposed Timber Dam at Sheltsborne Pond", dated April, 1942.

Item 2: Furnishing all labor, materials and equipment necessary to replace three (3) oak flood gates, similar to existing gates on lower dam at Sheltsborne Pond.

All bids to be presented on a lump sum basis.

The successful contractor shall be required to furnish certificates of insurance covering Workmen's Compensation, Public Liability and Property Damage, the cost of such insurance to be borne exclusively by the contractor.

If there are any questions concerning the proposed construction work, please contact Mr. George W. Purnell, Assistant City Engineer, Salisbury, Maryland.

Sincerely yours,

City Engineer

CG:vg
encl.

cc: George W. Purnell

CITY HALL - SALISBURY, MARYLAND - May 4, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night May 4, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Albin A. Hayman with Councilmen W. T. Gardner absent and Claude E. Russell absent due to illness.

1. Police Chief Chatham presented his weekly daily report together with his weekly parking violation report and weekly police car and motor cycle expense report which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
2. Chief Chatham requested advise on parking on Colonial Court. He informed the Council that cross parking on the sidewalk on both sides of the street and requested advice from the Council as to what he should do toward opening up the street for pedestrians and automobile use. He was informed, he advised the Council, that the street was private property. The Council instructed him that if the private owner made the request he was at liberty to have the objections remedied.
3. President of Council ordered the Clerk to make the following notes which he read from the weekly police log:

Officer Gardner and Wilson reported finding door open at National Biscuit Company, Monday, April 28 at 11:00 P.M.

Officers Gardner and Wilson reported door open at Nock Coal Company Wednesday April 30 at 11:00 P.M.

4. Harbor Master Insley informed the Council that the railroad supervisor in charge of that section of property which abutts the river in the rear of the W. E. Sheppard warehouse informed the Council that he had recommended to the railroad officials that the water front property be repaired.
5. The minutes of April 27 were read and that part of Resolution #13 which read "the Council asked the City Solicitor if the Council had the right to hire guards from the Water Department and place them patrolling the streets" was amended to read "the City Solicitor answered that he felt the City did not have the authority and agreed to give his written opinion at the next weekly meeting" whereupon the minutes were approved upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed.
6. The dog committee reported on its activities toward selecting the dog pound site on the dump property.
7. Mr. Hastings, the Building Inspector, reported on two lights in the rear of the Firestone property and one at the gas plant which he thought might be removed. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the Building Inspector to have these lights removed.

JEM

Minutes of the Mayor and Council

Page #2

May 4, 1942

8. Mr. Harry Hastings presented his April report showing 37 building permits issued for a total value of \$230,335. It was ordered accepted and filed.
9. The Building Inspector reported that he had investigated the condition of the house in which Mrs. Brown lives on North Division Street in response to her request for wall paper and advised the Council that it was in need of repair and estimated that it could be done for probably \$30.00 or less. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the papering of these rooms together with the furnishing of paper for one room for a new tenant in the By Pass house, Mrs. Dove, cost of which were not to exceed \$30.00.
10. The Plumbing Inspector, Mr. White, reported that he had visited the Phillips Brothers property as recently instructed and presented a sketch to the Council which is a part of these minutes and explained that the new sewer laid across Delaware Street is in place and sealed up with a cement cap and not in use and that it was laid as an emergency proposition only. The letters of March 11, 1942 and March 10, 1942 which related to Phillips Brothers were read to the Council.

The Council agreed to take the matter under advisement for later consideration.
11. The Plumbing Inspector's monthly report showing 26 plumbing permits issued for the month of April was presented together with a report on his other activities which were both ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
12. Mr. Lex Grier came before the Mayor and Council and requested that May 30, 1942 be proclaimed by resolution as a holiday.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the Mayor to draw such a proclamation.
13. City Engineer presented a letter which he had written to Congressman Ward asking if the C.C.C. could be used in opening draining ditches about the airport property. He further informed the Council that the volume of water in the present ditches would be increased because the surfacing of the runways at the airport would eliminate some of the absorption area.
14. The City Engineer presented a request for a permit from C & P Telephone Company for a relocation of its poles at Church and Commerce Streets on the By Pass.
15. The City Engineer presented a letter from the Atlantic Refining Company dated April 15, 1942 which advised the Mayor and



May 4, 1942

Council that monthly deliveries of gasoline would be sharply decreased. The Council instructed the Engineer to write them for advice in the matter.

16. The City Engineer presented the specifications which he had prepared for the rental of the concession stand in the pavillion in the municipal park.

The Council after hearing the specifications read accepted all but paragraph marked No. 2 of the second page which was authorized omitted and amended an additional part of the specifications so that the cooking for sandwiches, etc. could be done at the contractor's expense, however. The motion was presented by Howie, seconded by Hayman and passed.

The motion also provided for advertisement two times in both City papers.

17. In behalf of Stanley Robins, Esq. the City Engineer presented a request for a price and opportunity to buy a narrow strip of land between the By Pass and the Charles Bradley Building on Church Street. The matter was referred to the City Solicitor.
18. The City Engineer presented a telegram from the Mexican Petroleum Products Corporation which advised him that they would be unable to ship the asphalt unless it was for war work and would necessitate a rating in keeping with the petroleum co-ordinator Recommendation 45. The telegram referred to Purchase Order No. L-12. Councilman Hayman and Councilman Howie respectively made and seconded the motion authorizing the award of the bid on 10,000 gallons of asphalt to the next highest bidder, J. R. Hitchens & Co., Seaford, at 10½¢ and also authorizing the cancellation of Purchase Order No. L-12.
19. The City Engineer presented Purchase Order No. L-13 for some items required for the Water Department. It was approved and signed.
20. The City Engineer presented the name of William Shores as a laborer for the Street Department upon the recommendation of Mr. A. P. Isakson. Upon a motion offered by Councilman Hayman and seconded by Councilman Howie and duly passed employment was authorized at the rate of 40¢ per hour not to exceed 60 days in accord with the recent letter from the Civil Service Commission.
21. Mr. Gardner presented a request for the following items for the use of the Water Department:
- | | |
|-----------------------------|-----------------------------|
| 10,000 flat rate bills | 5,000 window envelopes with |
| 2,000 monthly meter bills | 2¢ stamps |
| 500 out of town meter bills | 1 box adding maching tape |

J.M.

May 4, 1942

4 rolls cellophane tape 1 bottle alcohol for use on roller
1 bottle typewriter oil of typewriter
1 adding machine ribbon Sunstrand

Councilman Hayman offered the motion which was seconded by Councilman Howie and duly passed authorizing the purchase.

22. The City Engineer presented a proposed street program for the coming season, a copy of which is attached. The program was ordered withheld for further study. *(Not yet attached) W.H.B.*
23. The Building Inspector was instructed to proceed with the construction of the dog pound at the location on the dump property as discussed by the Council which is to be located by the City Engineer.
24. The City Engineer presented a request from Mr. I. L. Benjamin for installation of some bicycle racks in some of the spaces now occupied by parking meters. Upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed, it was ordered referred to the Traffic Commission.
25. City Engineer presented a request from Dr. Charles F. Smith for a location of side walk on curb and gutter in front of his property on Main Street and Saratoga Street. He pointed out that the present curb lines if used would destroy approximately 60 trees along that street and recommended that the lines be removed over 2 or 3 feet in order to leave them between the curb and the sidewalk.

The President of Council appointed a committee of Councilmen Howie and Councilman Hayman to meet with the City ~~Solicitor~~ *Engineer*, and Dr. Smith to study the problem and report their recommendations to the Council.

26. The City Engineer reported that three airraid sirens had arrived.
27. Mr. Hilary Taylor forwarded a request through the City Engineer for advise from the Council on the proposed opening of Calvert Street through to the By Pass. Mr. Gardner informed the Council that Mr. Taylor had an opportunity to have the earth removed if the City contemplated such action in the near future. The Clerk was instructed to write Mr. Taylor to appear before the Mayor and Council to discuss the matter.
28. The President of Council John E. Morris asked the City Engineer if he had secured bids on the erection of a fence at the City Park to close the existing roads.

The Clerk was instructed to look up the minutes on the matter.

J.M.

May 4, 1942

President of Council asked the City Engineer for an explanation of his procedures in equipping the control center for which he had requested \$70.00. The City Engineer replied that Mr. C. L. Dickinson had handled the matter.

The Clerk was instructed to request Mr. Dickinson to come to the next meeting of the Council in order to discuss the matter.

29. President of Council John E. Morris called to the attention of the Mayor and Council the police entry of Monday April 22 appearing in the police report in which Officers Gardner and Wilson reported finding Godfrey's chicken house door open, and also at the Mill Street office of the National Biscuit Company. The Council asked the Mayor if he had anything to say on the matter. He advised the President of Council that he had instructed the Chief to use these men if necessary for the same uses as regular police. The President of Council also pointed out that the two above mentioned officers supposedly working for the Water Department had publicly appeared relative to cases brought before the Peoples Court.

President of Council thereupon informed the Mayor and Council that he would not sign the voucher covering the weekly pay roll for the Water Department on which these two above mentioned officers appeared until such a time as the matter was straightened out. The President of Council further requested to know why these men received \$24.00 per week instead of \$18.00 as had been the custom.

The President of Council pointed out that the City had spent \$750.00 to investigate Civil Service regulations and had prepared recommendations for a Civil Service act on which the Mayor and Council had worked long hours before final passage and that he hated to see all of this money and effort come to no good. He advised the Council that he would follow this matter through to its end as a tax payer and regretted that Councilmen Gardner and Russell were not present.

The City Solicitor at this point presented his written opinion on the authority of the Mayor and Council to employ police and pay them from Water Department funds. In short his opinion was to the effect that the Mayor and Council had no such authority. A copy of the opinion is attached to the minutes.

30. The City Solicitor, Mr. Potts, reported on his work toward the rezoning of the By Pass near its junction with North Division Street. After discussing the matter the Council recommended the rezoning plan be taken up with residents of the east side of North Division Street then with the residents of the west side in order that they might then work out a recommendation for presentation to the Council; in order to facilitate this work they authorized the Building Inspector to notify these people and meet with them and present back their recommendations.

JEM.

31. The City Solicitor presented a copy of a letter he had written to Mr. H. Lay Phillips of Phillips Brothers relating to the establishment of their mixing plant on Baltimore Avenue, a copy of which is in the minutes.
32. The City Solicitor reported that Mrs. Maria E. Godfrey had come to his office to ask that the City and the County Commissioners allow her to remove the two chicken houses which she had sold for the joint use of the two bodies as a part of the airport. He further said that Mrs. Godfrey informed him that she proposed to accept the money offered for her property and vacate shortly.

The City Solicitor was instructed to take the matter before the County Commissioners and suggest that the present agreement be lived up to and that the buildings be offered for sale to Mary C. Walston in accord with a previous offer he had made.

33. The City Solicitor read a letter which he had received from the Pennsylvania Railroad Company in which he was advised that a speed limit through Salisbury from 30 to 35 miles an hour would be sufficient for their purposes. The letter was from Mr. P. W. Triplett, Superintendent.
34. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed instructing the City Solicitor to introduce a new ordinance to increase the speed limit of trains through the corporate limits of Salisbury from 15 miles an hour to 35 miles per hour.
35. The City Solicitor informed the Mayor and Council that he did not believe Shelthorn had perfect title to the pond rights and explained that the law provided he must keep the area flooded in order to maintain his rights therein which he believed had not been done. The President of Council suggested that the City Solicitor contact the owner about the pond property to ascertain if they would be willing to waive their rights in the area if the City took title to the property and dammed the water.
26. The City Solicitor presented an opinion on the authority of the City to license or tax open air garages commonly known as parking lots. The opinion set forth in part that he did not believe that the City had the proper authority. A copy of his opinion is attached to the minutes.

He explained that the State had passed a law repealing such a state tax on these lots in order that the local authority could tax them but that the charter of the City of Salisbury did not grant the authority to tax such special business ~~and that it had only the right to license~~ W.A.B.

J.M.

~~such for a nominal fee for regulatory purposes only,~~ ^{WHS}

He informed the Council that it would be necessary to have passed a state measure if they proposed such a tax.

37. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed to authorize the City Solicitor to prepare an ordinance requiring the repair or replacement of sidewalks on West Philadelphia Avenue to conform with present established grades.
38. Vouchers No. 17916 to 17924 inclusive were read and all were approved except Voucher No. 17918 upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed. Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the Treasurer to draw a new voucher to supplant Voucher No. 17918 for the pay roll of the Water Department to pay all employees except Wilson and Gardner who appeared on the pay roll of the former voucher. The motion also authorized the President and Treasurer to sign the said voucher.
39. The Clerk to the Council read a letter forwarded by Mr. Elmer C. Williams in which he called on the Mayor and Council to make West Church Street a street for two way traffic at once or he would go to the County Courts for assistance and relief.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed instructing the Clerk to bring the letter to the attention of the City Solicitor after which it would be accepted and filed.
40. A letter from Mr. Ralph H. Grier, President of Chamber of Commerce was received in which they brought to the attention of the City the work or fight program as is being put into effect in neighboring counties and in which they asked the cooperation of the City through its Police Department and in which they set forth that everybody physically able should work and that the claims for compensation and unemployment benefits should be rigidly investigated. The Clerk was instructed to inform the Chamber that the Council was hardly in favor of the action but felt that such action could better be accomplished by the State's Attorney as they noted had been done in some neighboring counties.
41. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the execution of a \$5,000 note at 4% on demand payable to the Farmers and Merchants Bank for use of the General Fund and authorized at the same time the Mayor and the Treasurer to sign the said instrument.

J.M.

42. The dog catcher's weekly report was presented, ordered accepted and filed upon a motion by Councilman Howie, seconded by Councilman Hayman and duly passed.

The meeting adjourned at 12:30.

APPROVED:

5/11/42
Date

John E. Morris
PRESIDENT OF COUNCIL

Walter H. Dwyer
CLERK

May 6, 1942

(MEMORANDUM)

PROPOSED 1942 STREET SURFACING PROGRAM
SALISBURY, MARYLAND

The following streets were recommended by A. P. Isakson, Foreman, Street Department, as a result of an inspection of all the streets within the corporate limits of Salisbury.

One Application

- | | |
|------------------------------|-------------------------------------|
| 1. Priscilla Street..... | N. Division St. to E. Main St. |
| 2. Liberty Street..... | N. Division St. to Johnson St. |
| 3. Preston Street..... | Truitt Rd. to Liberty St. |
| 4. Liberty Street..... | Preston St. to Mabel St. |
| 5. Charles Street..... | Baker St. to E. Church St. |
| 6. Martin Street..... | Brown St. to E. Church St. |
| 7. Zion Street..... | Barkley St. to Anne St. |
| 8. Short Street..... | Anne St. to Elizabeth St. |
| 9. Anne Street..... | E. Railroad Ave. to E. Church St. |
| 10. Linwood Avenue..... | E. Church St. to Alley |
| 11. Davis Street..... | E. Church St. to E. Main St. |
| 12. E. William Street..... | Davis St. to Ward St. |
| 13. Ward Street..... | E. William St. to E. Main St. |
| 14. Parkway Drive..... | Glen Ave. to S. Park Dr. |
| 15. N. Park Drive..... | Parkway Dr. to Upper Bridge |
| 16. S. Park Drive..... | Sheffield Ave. to Upper Bridge |
| 17. S. Park Drive..... | Snow Hill Rd. to Pond St. |
| 18. Buena Vista Avenue..... | Snow Hill Rd. to Highland Ave. |
| 19. New York Avenue..... | N. Division St. to Lake Shore Dr. |
| 20. Philadelphia Avenue..... | N. Division St. to Lake Shore Dr. |
| 21. Lake Shore Drive..... | New York Ave. to Philadelphia Ave. |
| 22. E. Isabella Street..... | Poplar Hill Ave. to Tilghman St. |
| 23. Walnut Street..... | N. Division St. to Poplar Hill Ave. |
| 24. Oak Dale Road..... | N. Division St. to Parke St. |
| 25. Parke Street..... | W. Isabella St. to Oak Dale Rd. |
| 26. Mill Street..... | W. Isabella St. to Bush St. |
| 27. Bond Street..... | E. Church St. to Calvert St. |
| 28. Baptist Street..... | E. Main St. to Calvert St. |
| 29. Third Street..... | W. Main St. to Fitzwater St. |
| 30. Fitzwater Street..... | First St. to Parsons Rd. |
| 31. Willow Street..... | Lake St. to Main St. |
| 32. Meadow Street..... | Camden Ave. to Victor Lynn Wharf |
| 33. Market Street..... | Camden St. to Circle Ave. |
| 34. Circle Avenue..... | Market St. to S. Division St. |
| 35. Poplar Hill Avenue..... | E. Main St. to Broad St. |
| 36. Upton Street..... | S. Division St. to Salisbury Blvd. |
| 37. Alley..... | Upton St. to Fooks St. |
| 38. Locust Terrace..... | Locust St. to Dead End |
| 39. Mitchell Street..... | Salisbury Blvd. to W. Vine St. |
| 40. Center Street..... | S. Division St. to Newton St. |
| 41. Wicomico Street..... | Camden Ave. to Taylor St. |
| 42. Oak Hill Avenue..... | Wicomico St. to Winder St. |
| 43. Smith Street..... | Newton St. to College Ave. |
| 44. Maryland Avenue..... | Camden Ave. to Smith St. |
| 45. Ohio Avenue..... | Camden Ave. to Smith St. |
| 46. Hazel Avenue..... | Camden Ave. to Salisbury Blvd. |
| 47. Virginia Avenue..... | Camden Ave. to Riverside Rd. |

1942 Street Program, cont'd

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May 6, 1942

48. N. Pinehurst Avenue..... Russell Ave. to Riverside Rd.
49. College Avenue..... Riverside Rd. to Pennsylvania Railroad
50. Russell Avenue..... College Avenue to Druid Hill Ave.
51. N. Clairmont Drive..... Parkway Dr. to S. Clairmont Dr.
52. S. Clairmont Drive..... Parkway Dr. to N. Clairmont Dr.
53. Middle Boulevard..... Camden Ave. to Smith St.
54. Johnson Street..... Truitt St. to Dover St.

Two Applications

1. Glen Avenue..... Parkway Ave. to Corporate Limits
2. Washington Street..... Roger St. to Snow Hill Rd.
3. College Avenue..... S. Division St. to Pennsylvania Railroad

May 1, 1942

The Mayor and Council of Salisbury

Salisbury, Maryland

Gentlemen:

At your regular meeting on April 22, 1942, you requested me to prepare an ordinance to license or tax open-air garages, or, as they are commonly known, "parking lots".

As one of the members of the General Assembly of Maryland, reported to you, the General Assembly at its 1941 Session, by Chapter 467, repealed and re-enacted with amendments Section 264 of Article 56 of the Annotated Code of Maryland (1939 Edition) title "Licenses", sub-title "Garages", eliminating open-air garages from the requirement of obtaining a license therefor from the State of Maryland. However, the General Assembly did not pass an enabling act authorizing The Mayor and Council of Salisbury to license or tax open-air garages, nor have I been able to find a State-wide act conferring upon municipalities the right to license such a trade or business.

The power of a municipality to license any occupation or enterprise, or to exact a license fee or tax from any person, must be expressly given by its charter or general state

Page #2

The Mayor and Council of Salisbury

statutes affecting the municipalities, or be a necessary incident to the carrying out of power granted. It must be essential to the declared purpose of the corporation, and be not simply convenient, but indispensable. Its existence, cannot be implied or deduced merely from other powers conferred. 38Am.

Jur. Municipal Corporations, Section 325. The rule is well established that a grant of power from the state to a municipal corporation to require licenses is to be strictly construed. If there is any fair and reasonable doubt to the extent of power so delegated, the doubt must be resolved against the municipality claiming the right to exercise it, and the power held not to exist. 38 Am. Jur, Municipal Corporations, Section 324. The

Maryland Court of Appeals in the case of The Commissioners of Cambridge vs The Cambridge Water Company, reported in 99 Md. 501, at page 505, rendered its decision upon such powers. Judge Schuchter, in the opinion stated: "The authorities generally hold that the power to impose license taxes or fees upon persons or corporations engaged in pursuit of some particular occupation is not inherent in municipal corporations and will never be held to exist unless it has been conferred by the State upon the municipality either in express terms or by necessary implication."

In the field of licenses generally, there is a sharp distinction between a municipal license for revenue and one for regulation under the police power; the first is a tax and is to

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The Mayor and Council of Salisbury

be construed under the principles and rules governing taxing powers, while the second is under the police power, looking toward the health, morals, safety or general welfare of the community. The distinction between the power to license as a police regulation and the same power when conferred for revenue purposes is of the utmost importance. If the power is granted with a view to revenue, the amount of the tax, if not limited by the charter, is left to the discretion and judgment of the municipal authorities; but if it is given merely as a police power for regulation, a much narrower construction is adopted. The power must then be exercised as a means of regulation, and cannot be used fundamentally as a source of revenue, for a municipality has no right to exact or levy a tax under the guise of a license fee. 38 Am. Jur., Municipal Corporations, Section 321.

Section 293 of Article 23 of the Code of Public Local Laws of Maryland (Edition of 1930) authorizes The Mayor and Council of Salisbury, "to pass all by-laws and ordinances not contrary to law, as they may deem necessary for the good government of the City to preserve the health, peace, safety and well being of inhabitants, and the protection of property thereof". This section continues and empowers the City to restrain, regulate, or prohibit certain specifically designated businesses or occupations. The powers granted by this provision of the Charter

Page #4

The Mayor and Council of Salisbury

primarily come within the purview of the second class of licenses heretofore mentioned; namely, regulations under the police power. The trades and businesses specifically mentioned are ones which from their nature may injuriously affect the public safety, or public health or tend to create nuisances. This section does authorize the licensing of certain trades such as restaurants, pawn brokers and other specifically numorated trades. But, there is no provision authorizing The Mayor and Council of Salisbury to either license or regulate open-air garages or "parking lots".

The Mayor and City Council of Baltimore by sub-section 14 of Section C, Article 4 of the Code of Public Local Laws of Maryland (Edition of 1930) is authorized to license, tax and regulate all businesses, trades, avocations or professions. Clearly, the Mayor and City Council of Baltimore is authorized to enact a license upon open-air garages or "parking lots". It is my understanding that such an Ordinance is in effect in the City of Baltimore at the present time.

In my opinion The Mayor and Council of Salisbury is without authority to pass an ordinance exacting a license fee or tax from the owners or operators of open-air garages or "parking lots", as a regulatory or revenue measure.

Respectfully submitted,

Charles J. Lotts
City Solicitor

PHILLIPS BROTHERS
HIGHWAYS CONTRACTORS BRIDGES, ETC.
PHONE 950

SALISBURY, MD.,

April 21, 1942.

City of Salisbury,
Salisbury, Md.

Attention Wade H. Insley, Jr., Clerk.

Gentlemen:

Replying to your letter of October 1st, 1941 in reference to our plant set-up between Wilson Street and Baltimore Avenue for the purpose of unloading material for the Salisbury By-Pass.

Wish to advise we have made our arrangements to set up at this point as it is very convenient for this work, but if you will secure another place for our set up and pay the extra cost of hauling and handling material from the point you designate, we will be only too glad to cooperate with you.

Awaiting your reply, we are

Yours very truly,

PHILLIPS BROTHERS,

H. Lay Phillips
H. Lay Phillips.

HLP/n

Minute

April 20, 1942

Mr. H. Lay Phillips
Phillips Brothers
Salisbury, Maryland

Dear Mr. Phillips:

The Mayor and Council of Salisbury have instructed me to reply to your letter of April 21, concerning your plant for unloading materials to be used in the construction of the Salisbury By-Pass.

As you no doubt know, the residents surrounding this area protested to the Mayor and Council of Salisbury, against such operations by another contractor last year. These protestants stated that considerable damage had been caused to their properties by the operation of such a plant. Their claims, if true, would clearly make the operator responsible for pecuniary damages.

The Mayor and Council of Salisbury is not a party to your contract for the construction of the Salisbury By-Pass. The City has no control or direction over your operations. Clearly, it is not in a position to direct that your operations shall be carried on in any particular place.

However, the City is interested in seeing that neither a public or a private nuisance is created. We are hereby requesting that you control all operations in such a manner that damages will not accrue to the adjoining property owners.

Very truly yours,

Charles J. Potts
City Solicitor

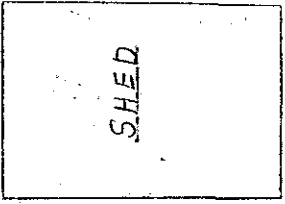
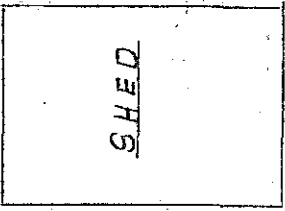
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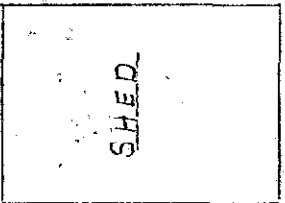
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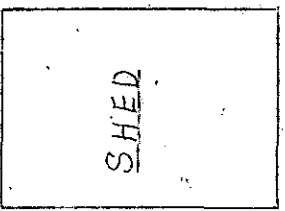
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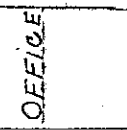
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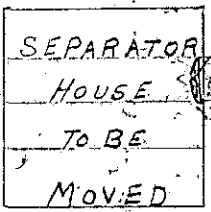
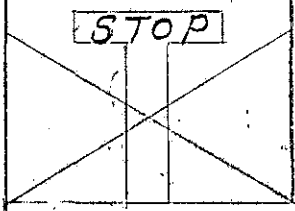
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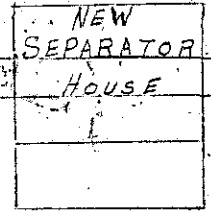
STOP



SEPARATOR
HOUSE
TO BE
MOVED

OPENING PLUGGED UP NEW

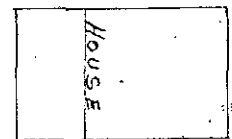
DELEWARE ST.



NEW
SEPARATOR
HOUSE

18" SEWER

PROPERTY LINE



HOUSE

COTY COX BRANCH

Taken before Board
May 4, 1942. Jim White.

for him

May 4, 1942

Mr. John E. Morris, President
The Council of Salisbury
Salisbury, Maryland

Gentlemen:

At your regular meeting on April 27, 1942, you requested my opinion upon your authority to use Water Department Funds to employ police officers for the City of Salisbury.

By Chapter 428 of the Acts of 1937 of the General Assembly of Maryland, The Mayor and Council of Salisbury is empowered and directed to establish service rates, water rents, or charges, chargeable against all properties having any connection with any water pipes under its ownership. This statute, codified as Section 335 of Article 23 of The Code of Public Local Laws of Maryland, reads as follows:

"For the purpose of providing funds for maintaining, repairing and operating its water supply, sewerage and drainage systems, including overhead expense and proper depreciation allowance, and for the purpose of providing funds for the payment of the principal and interest on any bonds heretofore or hereafter issued by the Mayor and Council of Salisbury pursuant to proper authority, other than the authority conferred by Section 321 of this sub-title, to provide funds for the construction, alteration, extension or purchase of the water, sewerage and drainage system contemplated by this sub-title, the Mayor and Council of Salisbury be and it hereby is empowered and directed to make such service rates, water rents or charges as it may deem necessary, chargeable against all properties having a connection with any water pipe under its ownership. Said rates shall be uniform throughout the City of Salisbury,

but subject to change from time to time as necessary. Bills for the amount of the charges shall be sent quarterly or semi-annually as the Mayor and Council of Salisbury may determine to each property served, and shall be thereupon payable at the office of the Mayor and Council of Salisbury; and if any bill shall remain unpaid after thirty days from the date of sending, the Mayor and Council of Salisbury shall, after written notice, turn off the water from the property in question, and it shall not be turned on again until said bill shall have been paid. All such service rates shall be liens against the property to which such water may be furnished and shall be collectible as City taxes are now or may hereafter be by law collected, and shall have the same priority rights, bear the same interest and penalties and in every respect to be treated as same as said taxes now are."

Section 340 of Article 25 of The Code of Public Local Laws of Maryland, as enacted by Chapter 428 of the Acts of 1937 of the General Assembly of Maryland, directs The Mayor and Council of Salisbury, each year to make an additional special charge as follows:

"The Mayor and Council of Salisbury shall each year charge and collect for the water supplied to the residents of the City of Salisbury and vicinity, a sum sufficient to pay the interest on the first One Hundred Thousand Dollars (\$100,000.00) of the Bonds to be issued in pursuance of Chapter 235 of the Acts of the General Assembly of Maryland passed at its Regular Session in the year 1927, and to pay the principal amount of said bonds maturing in such year, and to pay for the redemption of and interest requirements on all or such portion of the second One Hundred Thousand Dollars (\$100,000.00) of the bonds to be issued under Chapter 255 of the Acts of 1927, as the Mayor and Council of Salisbury may by resolution from time to time determine, and the money so charged and collected shall be kept and maintained in a separate fund, it being the intention that the revenue so derived shall be used to pay the principal of the first One Hundred Thousand Dollars (\$100,000.00) of the bonds issued under said Chapter 255 of the Acts of 1927, as they severally mature, and to pay the interest thereon, and in addition thereto to pay the principal of and interest on all or such portion of the second One Hundred Thousand Dollars (\$100,000.00) of bonds issued under said Chapter 255 of the Acts of 1927 as the Mayor and Council of Salisbury may from time to time by resolution determine; the Mayor and Council of Salisbury shall annually, as long as any of said bonds are outstanding and unpaid, levy against all of the assessable property within the City of Salisbury a tax sufficient to meet the interest on said bonds as it becomes due and to pay the principal thereof as they

severally mature, provided, however, that in determining the amount of tax necessary to pay said interest and principal, the Mayor and Council of Salisbury shall annually deduct from the amount determined as necessary to pay the principal and interest on said bonds, the full amount collected and received in such year from the water charges as provided for by this section; it being the intention of this section to make it mandatory on the Mayor and Council of Salisbury to levy a tax upon all of the assessable property in Salisbury sufficient to meet and pay the interest and principal maturing in such year on said bonds in excess of the amount of the principal and interest on said bonds met and paid out of said water service charges; said tax to be levied, collected and paid in the same manner as are the taxes with respect to the bonds issued pursuant to the authority of Section 321 of this sub-title."

Those two quoted sections of the Charter of Salisbury comprise the power and authority of the Mayor and Council of Salisbury to establish service rates, water rents or charges and to disburse the funds collected thereby. Such funds are termed "special funds" since they are created for the payment of a particular class of claims. The general rule is that special funds cannot be used for any other purpose, unless special provision is made therefor. Vol. V. McQuillin, Municipal Corporations, Sec. 2179.

In my opinion, the Mayor and Council of Salisbury have no authority to employ police officers, clothing them with all the police powers of constables in this State and to pay such officers from the Water Department Fund.

Respectfully submitted,

Charles J. Potts
City Solicitor

RENTAL OF CONCESSION STAND IN
PAVILION AT MUNICIPAL PARK,
SALISBURY, MARYLAND

Sealed proposals, in duplicate, for the rental of the Concession Stand located in the pavilion at Municipal Park, in accordance with provisions herein noted, will be received by the Mayor and Council at City Hall until 8:00 P.M. Monday, May 18, 1942, at which time they will be publicly opened by the Mayor and Council and read:

A certified check of \$25.00 made payable to the Mayor and Council must accompany each proposal. The Mayor and Council will return all certified checks with the exception of the three (3) highest bidders within ten (10) days after bids are read. All checks will be returned after an award is made and a contract and bond executed.

Bidders must fill out their bids in WRITING and in FIGURES and must give their names and address in full. Anyone signing the proposal as the agent of another or of others, must file with it the legal evidence of his authority to do so.

The successful bidder will be required to give bond of a surety company, to be approved by the Mayor and Council, doing business in the State of Maryland, within ten (10) days after the date of the award of the contract, in the amount of \$500.00. The right is reserved by the Mayor and Council to reject any and all bids and/or to waive technicalities if in their judgment the interest of the City shall so require.

SPECIAL PROVISIONS

Any individual, business concern, firm, corporation, or partnership, submitting a bid to operate the Concession Stand in Municipal Park, must present credentials relative to qualifications, or references, upon request from the Mayor and Council.

Any attendant employed by the individual, business concern, firm, corporation, or partnership, presenting the bid must be satisfactory in all respects to the Mayor and Council.

In the discretion of the Mayor and Council, the bidder shall meet the following requirements:

1. Any individual bidding must be a bona fide resident of the City of Salisbury.
2. Any business concern, firm, corporation, or partnership bidding must maintain a place of business in Salisbury, Maryland.

GENERAL PROVISIONS

LENGTH OF CONTRACT

The period of this contract is from May 30 until October 1, 1942. The Mayor and Council reserves the right to renew this contract, for the corresponding period during the following year through mutual agreement between both parties, at an agreed rate of rental, subject to any additional rules and regulations the Mayor and Council may impose at the expiration of this contract.

COMMODITIES PERMITTED

Articles to be sold in the Concession Stand shall include candy, cakes, pies, ice cream, soft drinks, sandwiches (not to be cooked on premises), cigars, cigarettes, tobacco, or any such articles that will not create a nuisance. The Mayor and Council reserve the right to decide what they would term a nuisance commodity and forbid the sale thereof without invalidating the contract. No alcoholic beverages of any description shall be sold upon the premises of the Mayor and Council. All selling must be confined to the Concession Stand. The Mayor and Council will not permit any selling throughout the ground by any party whatsoever. Exclusive rights for the sale of all commodities will be granted to the Contractor for the period of this contract.

All commodities sold must be purchased through local manufacturers distributors, dealers, or otherwise. Charges on all commodities shall be just and reasonable and not in excess of prevailing prices, except where deposits are required on such articles as bottles, et cetera. All deposits charged will be refunded to the purchasers upon return of same.

HOURS OF OPERATION

The Concession Stand may be operated daily from 8:00 A.M. until 10:00 P.M. On special occasions, the Mayor and Council will decide upon the closing hours upon request from the Contractor.

CARE OF PROPERTY

The Pavilion, including Toilet Rooms, Concession Stand, Band Stand, and areas adjacent to the building, must be kept clean and in a sanitary condition at all times. All garbage, trash, et cetera, must be removed daily and deposited in closed, metal containers. The contents of these containers to be removed from City property at least three (3) times a week and without expense to the Mayor and Council.

The Mayor and Council reserve the right to place such restriction as they may deem proper, and from time to time, relative to the conditions of the premises.

OPERATION OF PAVILION

The Contractor shall be in complete charge of the Concession Stand, Toilet Rooms and Locker Rooms and the Mayor and Council will not interfere with this operation as long as the Contractor faithfully discharges his obligations. The Band Stand will be under the jurisdiction of the Mayor and Council at all times.

If the Contractor is desirous of using the Band Stand for any special occasion, he must get permission from the Mayor and Council to do so.

RESPONSIBILITY

The Contractor assumes all responsibility for loss or damage of stock, cash and otherwise arising from fire, theft, flood or any condition whatsoever.

The Mayor and Council will not be responsible for any loss or damage of equipment or stock, et cetera, whatsoever.

LICENSE

The license must be secured from the Clerk of the Court and also the City Clerk for the sale of Commodities. This is in accord with existing ordinances and laws.

ADVERTISING

No advertisements of any description will be allowed on the exterior of the building or on the grounds of the property of the Mayor and Council; however, advertising will be permitted on the interior of the Concession Stand only. The Mayor and Council reserve the right to remove any advertising which they deem improper.

GAMBLING DEVICES

No gambling devices of any type or description will be permitted on the premises of the property of the Mayor and Council. The Mayor and Council reserve the right to determine what, in their opinion, constitutes a gambling device and any such device so placed must be immediately removed upon notice from the Mayor and Council, or their duly authorized agents.

WATER AND LIGHTS, ETC.

The Mayor and Council will furnish electricity for lighting and water at no expense to the Contractor. The expense of replacing burnt out bulbs will be assumed by the Mayor and Council. Any additional outlets required for electrical or water connections may be installed with the approval of the Mayor and Council at the Contractor's expense.

TERMS OF PAYMENT

The terms of payment to the Mayor and Council for the rental of the Concession Stand shall be as follows:

- 1/3 of sum bid upon execution of contract;
- 1/3 of sum bid not later than July 15, 1942;
- 1/3 of sum bid on August 26, 1942.

In the event of default in payments as herein noted, this contract automatically becomes void. If this contract is terminated on or before July 15, a deposit in the amount of one-third of the total bid is to be forfeited to the Mayor and Council. In the event that this contract is terminated on or after July 15, the Contractor will be charged only from July 15 until the day terminated, provided the building and premises are left in a condition acceptable to the Mayor and Council.

The basis of refunds due to any termination of the contract, will be arrived at in the following manner: total days from July 15 until October 1, divided into two-thirds of the total bid, giving a daily rate of rental from July 15 until October 1. Any excess paid beyond will be refunded on this basis. The Mayor and Council reserve the right to revoke this contract and serve notice upon the Contractor to remove all equipment and accessories from building and premises upon 24-hours notice if the Contractor fails to fulfill the obligations imposed upon him by the Mayor and Council, in accordance with the provisions noted in this contract.

MISCELLANEOUS

No alterations or changes in the construction of the building for any equipment, et cetera, will be allowed except by permission of the Mayor and Council.

BID OR PROPOSAL

May ____, 1942

The Mayor and Council of Salisbury
Salisbury, Maryland

I/We, the undersigned, do hereby agree to pay the sum of

_____ words

(\$ _____
numerals

for the rental of a Concession Stand located in the Pavilion at the Municipal Park, Salisbury, Maryland, in accordance with the contract provisions attached hereto and made a part hereof for a period of one hundred and forty-three (143) calendar days, beginning on May 30, 1942 and ending on September 30, 1942.

Witness:

By _____

ACCEPTED BY
THE MAYOR AND COUNCIL OF SALISBURY

THIS _____ DAY OF MAY, 1942

Mayor

President of Council

Clerk

(SEAL)

CITY HALL - SALISBURY, MARYLAND - MAY 11, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night, May 11, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Albin A. Hayman, Werner T. Gardner, with Claude E. Russell absent due to illness.

1. Councilman Hayman offered a motion which was seconded by Councilman Howie approving the minutes as read.

Of those present all voted except Councilman Gardner who did not vote on the approval and who desired to be recorded as not voting.

2. The Harbor Master, Mr. F. L. Insley, reported that Mr. John Testa had informed him that he had contracted for the complete repair of his wharf front property.
3. The Chief of Police presented his weekly log which was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

He reported that Mrs. Ella Lee Betts of the Upton Street School had requested the Council to close Carroll Street from South Division Street to the By Pass Friday afternoon May 15 in order that the school might use the street for part of their Field Day activities. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Police Department to comply with the request.

4. The Chief of Police requested advice on the control of playing of the nickelodians after midnight ~~in the colored section~~ in the City. He was advised by the Council that if these were a public nuisance they could be stopped as such. (W.H.G.)
5. The Chief of Police requested advice as to how the Police officials should register when applying for gasoline ration cards. He explained that the officers were now expected to use their personal cars whenever the need arose. He further pointed out that the members of the force and the public at large would be exposed to a new hazard if the officers would be unable to move freely when needed in an emergency. He felt it would be to the best interest of the community if they might have a sufficient allowance of gasoline to enable them to carry on their work as usual.
6. Mr. Hillary Taylor and Mr. James Taylor came before the Mayor and Council in response to an invitation to discuss the opening of Calvert Street through to the new Salisbury By Pass.

After some discussion Mr. James Taylor said that he and his brother would give the City a right-of-way for a street through their property toward the By Pass for the sum of \$1500.00. At a later point during the discussion he was told the Council that if the City would place curb and gutter and



sidewalk on the streets abutting their property (Main, By Pass, and Calvert) they would accept this as part payment and allow the balance of the purchase price to be held by the City to be applied against their tax accounts.

The Council took the matter under consideration and advised the Messrs. Taylor that they would discuss it at a later time.

7. The Building Inspector, Mr. Hastings, reported on a telephone pole on South Division Street near Lee Street which was in the street bed and should be removed to the inside of the curb line. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed instructing the Building Inspector to request the telephone company to move the pole inside the curb line.

8. The Building Inspector informed the Council that he had been unable to meet with those people on North Division Street relative to rezoning the area near the junction with the By Pass. He informed the Council that he had talked with Mr. Jack Elderdice, Mr. James Brown, and Mr. Fred Disharoon who were going to discuss the matter with some of the other residents. The Building Inspector reported that he had found three houses on Catherine Street which were more than 50% depreciated and which were occupied and which were in a dangerous and precarious condition. He requested if the Council desired to take any action in the matter. The City Solicitor was asked what action the City should take. He informed the Council that he would look into the matter and report on the measure. The Building Inspector reported that the Salisbury Hotel building was soon to be sold and that it too was in a bad state of repair and was probably more than 50% depreciated. The City Solicitor reported that he had contacted Mr. Stanley Robins and had explained to him that the City had already granted an option to Mr. Charles Bradley for that parcel of land in the rear of his building joining on the By Pass and that the City would therefore be unable to grant him an option on the same parcel.

Mr. Robins informed the City Solicitor he might be able to acquire the option from Mr. Bradley.

9. Ordinance No. 479, an ordinance repealing Ordinance No. P-6 entitled "an ordinance to regulate the running of railroad engines within the City limits in the City of Salisbury and to establish a maximum rate of speed for running engines and locomotives, etc." Councilman Hayman offered a motion that the measure be introduced and read and passed for its first reading and posted. The motion was seconded by Councilman Gardner and unanimously passed.
10. The City Solicitor reported on the matter of the E. C. Williams' letter received May 4. The City Solicitor further advised the Council that Mr. Holland had called on Mr.



Williams and talked to him on the matter and had received the advice that he would drop the matter if the street were restored to two-way use and marked no parking except for loading and unloading only.

Mr. C. L. Dickinson of the Traffic Commission who was present advised the Council that he believed it might be best to go along with the request of Mr. Williams. A motion was offered by Councilman Hayman and seconded by Councilman Howie and duly passed instructing the Clerk to advise Mr. Williams that the Council had decided to accept his recommendations and make West Church Street a two-way street from Mill to North Division and provide no parking ~~on~~ either side of the street except to load and unload only. The motion also provided for the removal of the present street signs. The Clerk was further instructed to advise the Traffic Commission and request their advice on the traffic light at Mill and Church Streets.

11. The Plumbing Inspector, Mr. James White, presented a request for Mr. Raymond Adams for a check in payment of his services rendered at the Armory during the recent registration, primary, and general election held there. Since the Council did not know the exact reasons for the charges, the Clerk was instructed to inform Mr. Adams that he should present his bill for the services after which time it would be given consideration.
12. Vouchers No. 17926 to 17982 inclusive were read and approved all except Vouchers No. 17932 to 17949 inclusive which were authorized changed in order to change the rate of pay from \$5.00 to \$6.00 per day. Councilman Hayman offered the motion which was seconded by Councilman Howie and duly passed authorizing the approval and payment of the above named vouchers.
13. The City Solicitor, Mr. Potts, reported he had visited the B. & E. siding on Baltimore Avenue with Mr. H. Lay Phillips of Phillips Brothers and Mr. Phillips explained where the proposed set-up of the mixing plant was to be. He explained to Mr. Potts that he would move as far eastward on the track as possible in order to get farther away from the residential section.
14. The City Engineer reported on the result of the conference between Dr. Smith, Councilman Hayman and Councilman Howie on the matter of the curb and gutter and sidewalk location at East Main and Saratoga Streets. He advised the Council that Dr. Smith suggested that the property owners along the street give 1 foot of land from their property and that the sidewalk size be decreased to a 4 foot walk which would provide a 5 foot grass plot between the sidewalk and curb and gutter and would leave the curb line as it is now located. Dr. Smith informed the committee that this would save all the trees along the street and that he felt the property owners would agree and further advised the committee that he would be glad to have the papers signed if the City would have the legal work done.

JEM

May 11, 1942

After hearing the recommendation of Dr. Smith and being advised by the committee that ~~it~~^{they} felt that it was satisfactory Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed to accept the proposal and authorized the City Solicitor to prepare the necessary papers.

15. Mr. C. L. Dickinson came before the Mayor and Council upon the invitation of the Mayor and Council to give them some information on the cost of the construction of the Control Center and the method of securing bids.

Mr. Dickinson advised the Council that his authority for the work came from the Civilian Defense Council. The Council President asked Mr. Dickinson if he received a bid from Mr. Gordon Hearn. Mr. Dickinson replied he had no knowledge of Mr. Hearne's proposal. Mr. Dickinson then advised the Council that a Mr. Emory Disharoon did the work on an hourly basis and that he had received his name together with some others from Mr. Clarke Gardner, City Engineer. Mr. Dickinson explained that he had called several carpenters to see if they could do the work but had found Mr. Disharoon was the only one available at the time.

Mr. Clarke Gardner read a letter from the Mayor and Council and County Commissioners which gave him the authority to expend money and contract bills against the Civilian Defense Council. In the interest of public relations Mr. Dickinson requested the press to say nothing about the matter.

16. A letter from the Federal Works Administration dated May 9, 1942 signed by Harry D. Williar, Jr., was received and read by the City Engineer in which it was explained that the Treasury Department had advertised for bids on two occasions and that they had received no bids so far on the grading of the airport runway which he assumed to be due to the low preference rating the airport had. He requested the City to assist in an endeavor to secure a better priority rating ~~rating~~ in order that bids could be more freely given.

Councilman Howie offered a motion, seconded by Councilman Hayman and duly passed instructing the City Engineer to call Mr. F. H. Dryden to see what could be done in the matter thru his department.

17. The City Engineer read a letter from the War Production Board which cited that sewer and water extensions for public health and safety could be extended if the extensions did not exceed 250 feet.

18. The City Engineer presented a check from the Treasurer of the United States in the amount of \$1.30 for a refund on a deposit of August 25, 1941 for aerial photographic reproductions.



19. The City Engineer presented a request from the Street Superintendent A. P. Isakson for authority to employ Mr. Roger Purcell as a laborer in the Street Department. Councilman Hayman offered a motion, seconded by Councilman Howie and duly passed authorizing the employment at the rate of 40¢ per hour not to exceed 60 days as in accord with the recent letter of the Civil Service Commission.
20. The City Engineer presented a request from the Larmer Corporation for a 3/4 inch water service connection beyond the City limits which would require approximate extension of 28½ feet from the present lines. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Engineer to make the above mentioned extensions and authorizing the City Solicitor to draw the necessary legal agreements. The extension provided that the company post the cost before the work was done.
21. A request was received from Larmer Corporation asking for a refund on a deposit they had made for water and sewer connections in 1934. The clerk was instructed to look up the agreement for presentation to the Council.
22. Superintendent of the Water Department, Mr. Gardner, presented his financial report for the month of April which was ordered accepted and filed.
23. The City Engineer presented a request in letter form from Shannahan Artesian Well Company asking for a priority rating in order that they might purchase essential material for constructing the well recently awarded to them. Councilman Hayman offered a motion, seconded by Councilman Gardner and duly passed authorizing the City Engineer to procure such a rating if possible for them.
24. The City Engineer presented a request from Mr. Carlton Wootten of the Water Department for the following men to assist in relocating fire hydrants on the new By Pass:

James Reid
Daniel Kennedy

Elmer Shockley
George Handy

Councilman Hayman offered a motion which was seconded to Councilman Howie and duly passed authorizing the employment of these men at 40¢ per hour for a period not exceeding 60 days conforming with the recent letter of the Civil Service Commission.

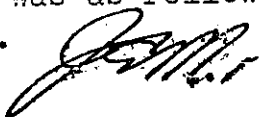
25. The City Engineer presented a request from the C & P Telephone Company for a permit to relocate telephone poles on the intersection of Isabella and Delaware Streets due to opening of a new street there. Councilman Gardner presented the motion which was seconded by Councilman Hayman and duly passed authorizing the granting of the permit.

JEM

May 11, 1942

26. The City Engineer brought up the necessity of someone to make the water collections since ^{there} it was no one available in the department and since it was customary to have someone call on the owners before the water was cut off for non-payment of bills. Councilman Gardner offered a motion which was seconded by Councilman Hayman authorizing Mr. James C. White, the Plumbing Inspector, to make these collections.
27. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the change in the rate of pay from \$5.00 to \$6.00 per day for those persons serving in the recent registration, primary, and elections, and also authorizing the approval and signing of the vouchers, payment for which was made on the Vouchers No. 17932 to 17949 inclusive.
28. The dog catcher's weekly report was presented, ordered accepted and filed.
29. A request from Fire Chief Disharoon for an extra man to fill the place of Mr. Sherman Waller while he was absent due to sickness. Councilman Howie offered the motion which was seconded by Councilman Gardner and duly passed instructing the Clerk to contact the Secretary of the Civil Service Commission for their approval to hire a substitute for a short period of time as was recently done for the Street Department.
30. The City Clerk presented the recent general election returns which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
29. The City Clerk-Treasurer presented a bill from the Pennsylvania Railroad Company for the lease on railroad siding on Baltimore Avenue for a period of one year from May 1, 1942 to May 1, 1943.

Since the City Engineer informed the Council that the City was no longer using this lot, it would not be necessary to lease it for another period of time and the Clerk was instructed by the Council to inform the Pennsylvania Railroad Company that the lease would not be renewed.

31. The City Clerk presented a report prepared for Mr. William A. Codd, Chief Auditor State Roads Commission reporting the funds used in the purchase of property by the Salisbury Maryland By Pass together with a letter of acknowledgment from Mr. Codd.
 32. The Council received a letter dated May 9 from the Civil Service Commission in which they referred a complaint of John E. Morris to the Council. Since they advised the Council they were not set up to operate in this capacity, the complaint was as follows: Original immediately follows on next page.
- 

In the Matter : Before the Civil Service
of the : Commission of the City of
Complaint of John E. Morris, : Salisbury
a citizen and resident of the :
City of Salisbury against :
Clarke Gardner, City Engineer, :
and others :

The complaint of John E. Morris, citizen and resident of the City of Salisbury, shows:

The City Engineer, a classified service employee of the City of Salisbury under the provisions of the Merit System Act as enacted by Ordinance No. 467, has violated the Act in the following manner:

1. He employed Bill Maddox, Charles F. Kelly and John Bozman and others to work at the Municipal Park without permission or authority from the Mayor and Council of Salisbury and your Commission.

2. He has violated Section 10 of the Act prohibiting political activity of persons holding positions in the classified service in placing Bill Maddox, Charles F. Kelly and John Bozman on the city payroll as above and during the week ending April 11, 1942, that is the week ending three days before the City Primary Election on April 14, 1942, said Bill Maddox, Charles F. Kelly and John Bozman, having worked only fourteen hours each prior to the City Primary and all of said employees having been placed on the city payroll under pretext of an emergency; and further, John Bozman was placed on the City's payroll as above by City Engineer Gardner, who knew that John Bozman was physically unable to perform the duties assigned to him.

3. He has violated an order of the Mayor and Council of Salisbury in having barricades set up on parts of North Park Drive contrary to orders of the Mayor and Council of Salisbury to obtain bids for the construction of said barricades, said barricades having been erected without bids and without the knowledge of the Mayor and Council of Salisbury.

4. Because Dudley Gardner, brother of Clarke Gardner, City Engineer and son of Werner T. Gardner, City Councilman, was employed on December 17, 1941 in violation of Section 7 of the Act providing that all persons applying for positions in the City Service must be residents of the

JEM

City for a period of at least one year prior to his application, said Dudley Gardnerr having been a resident of the City for a period of less than one year and having been employed at a time when there were other qualified persons available within the corporate limits of Salisbury.

5. That Dudley Gardnerr was employed on December 17, 1941, as above, as a guard for the protection of the water system and was paid with funds of the City Water Department, and thereafter Dudley Gardner was found from my personal observation and the records of the City Police Department to be performing and carrying out the duties of a qualified patrolman of the Police Department but at all times being paid with funds of the City Water Department contrary to the provisions of the City Charter pertaining to sewer and water.

6. That Dudley Gardner and another person were employed on December 17, 1941 as employees of the Water Department and therefore, come within the provisions of Section 8 of the Act providing for provisional appointments for a period not longer than three months but Dudley Gardnerr and another person are still on the payroll of the Water Department contrary

COMMISSION;

F. A. GRIER, Chairman
WILLIAM C. GRAY
AVERY W. HALL

88

PERSONNEL OFFICER
ALTON E. HUGHES
P. O. Box 551

City of Salisbury
CIVIL SERVICE COMMISSION
SALISBURY, MARYLAND

May 9, 1942

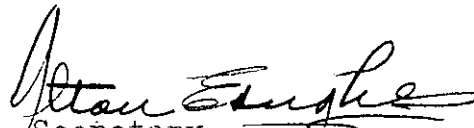
Mayor & Council
Salisbury
Maryland

Gentlemen:

We are in receipt of the attached complaint of John E. Morris. We are referring this complaint to you because we have previously advised that in our opinion we are not set up to function as an operating Commission.

Our Commission will not be in a position to function properly until the classification and procedures have been completed and approved by your body as provided for in its ordinance.

Yours truly,


Secretary

AEH:w

2 cc
cc to John E. Morris

Minutes of the Mayor and Council

Page #7

May 11, 1942

of Complaint
Original/filed with the minutes.

After reading the Complaint the City Engineer requested a copy be supplied him. The Clerk was also instructed to prepare a copy for Mr. W. T. Gardner. During the discussion of the matter the Mayor informed the Council that he had a letter giving him ample authority to hire these men which he had done. The President of Council after some discussion asked the Council what action they cared to take in the matter whereupon Councilman Howie made a motion that the complaint be taken under consideration for further consideration.

The meeting adjourned at 1:30.

APPROVED:

5/18/42
Date

John E. Morris
President of Council

Wade H. Dingle
Clerk

May 6, 1942

Mr. William A. Codd,
Chief Auditor
State Roads Commission
Federal Reserve Bank Building
Baltimore, Maryland

Dear Mr. Codd:

I am enclosing a detailed statement showing the actual payments made in the acquisition of properties for the final unit of the Salisbury By-Pass.

These payments represent all purchases of property used for the right-of-way. The column headed "State Share", represents the payments made from the remittance forwarded to the City by the State Roads Commission. Wherever properties were situated partly within and partly without the right-of-way the State fund was only used in paying for that portion which was within the right-of-way.

Very truly yours,

Wade H. Insley, Jr.
Clerk of Salisbury



MARYLAND

April 30, 1942

REPORT OF FUNDS USED IN
PURCHASE OF PROPERTY
FOR SALISBURY, MARYLAND BY PASS

To Whom Paid	State Share	City Share	Total Purchase Price
Charles E. Hearne, Jr. & E. M. Luer	\$ 278.51		
Mayor & Council - Taxes	8.76		
Charles W. Bennett, Treas. - Taxes	12.73		
	<u>\$ 300.00</u>	<u>\$ 00.00</u>	<u>\$ 300.00</u>
Charles E. & Annie B. Johnson	\$1,976.34		
Nannie T. Perdue	3,523.91		
Mayor & Council	199.43		
Charles W. Bennett, Treas. - Taxes	300.32		
	<u>\$6,000.00</u>	<u>\$ 00.00</u>	<u>\$6,000.00</u>
Vernon W. Richards	\$1,580.42	\$ 250.00	
Charles W. Bennett, Treas. - Taxes	11.38		
Mayor & Council - Taxes	8.20		
	<u>\$1,600.00</u>	<u>\$ 250.00</u>	<u>\$1,850.00</u>
Stanley G. & Jane L. Robbins	\$ 300.00		\$ 300.00
Lillian Pease & Fannie Gardner	\$ 10.00		\$ 10.00
Fannie Gardner	\$1,000.00		\$1,000.00
Carrie Deerhurst Billings	\$ 200.00		
George W. Furniss	100.00		
	<u>\$ 300.00</u>	<u>\$ 00.00</u>	<u>\$ 300.00</u>
The Taylor Oil Co., James W. Taylor, et al. Trustees	\$5,740.36		
Miles, Bailey, Clark, Attys for Dryden	1,759.64		
	<u>\$7,500.00</u>	<u>\$ 00.00</u>	<u>\$7,500.00</u>
Lucie M. B. Nevitt	\$ 450.00	\$ 350.00	\$ 800.00
May V. Pusey	\$6,450.00	\$ 500.00	\$6,950.00
Murrill Calloway	\$1,000.00	\$1,500.00	\$2,500.00
Balance carried forward	\$24,910.00	\$2,600.00	\$27,510.00

Balance brought forward	\$24,910.00	\$2,600.00	\$27,510.00
Louder M. Dukes	\$1,000.00	\$ 200.00	\$1,200.00
Irene Shores	\$1,313.41	\$ 400.00	
Chas. W. Bennett, Treas. - Taxes	40.77		
Mayor & Council - Taxes	42.82		
Mayor & Council - Water	3.00		
	<u>\$1,400.00</u>	<u>\$ 400.00</u>	<u>\$1,800.00</u>
W. Cleveland Carey	\$1,000.00	\$3,500.00	\$4,500.00
E. Dale Adkins	\$1,500.00	\$ 306.83	
Mayor & Council - Water		27.75	
Chas. W. Bennett, Treas. - Taxes		411.58	
Mayor & Council - Taxes		357.67	
Truckers & Savings Bank of Pittsville		3,021.50	
G. W. & Elijah R. Ennis		5,249.67	
	<u>\$1,500.00</u>	<u>\$9,375.00</u>	<u>10,875.00</u>
Duer, Hearn, Duer, Attys for Tomlinson	\$3,000.00		\$3,000.00
St. Paul A.M.E. Zion Church		\$2,467.64	
Salisbury Bldg. & Loan Assoc.	<u>4,000.00</u>	<u>532.36</u>	
	<u>\$4,000.00</u>	<u>\$3,000.00</u>	<u>\$7,000.00</u>
C. T. Jenkins & Wm. E. Parrott	\$ 75.00		\$ 75.00
C. T. Jenkins & Farmers & Merchants Bk.	\$2,500.00		\$2,500.00
Harry C. Adkins	\$ 10.00		\$ 10.00
Miriam Adams Simpson	\$4,132.87		
Frank M. Parker	2,000.00		
L. W. Gunby Co.	120.28		
County Trust Company of Md.	551.47		
Mayor & Council - Taxes	104.37		
Chas. W. Bennett, Treas. - Taxes	91.01		
	<u>\$7,000.00</u>	<u>\$ 00.00</u>	<u>\$7,000.00</u>
Stanley S. & Helen M. Hastings	\$1,600.00	\$ 862.98	
County Trust Co. of Md.		2,065.83	
Mayor & Council - Taxes		25.35	
Mayor & Council - Water		11.35	
Chas. W. Bennett, Treas. - Taxes		34.59	
	<u>\$1,600.00</u>	<u>\$3,000.00</u>	<u>\$4,600.00</u>
Virgil P. Wilkins	\$ 700.00		\$ 700.00
Levin S. & Bessie E. Dashiell	\$ 400.00		\$ 400.00
Del-Mar-Va Mortgage Co.	\$3,000.00		\$3,000.00
Balance carried forward	\$52,095.00	\$22,075.00	\$74,170.00

Balance brought forward	\$52,095.00	\$22075.00	\$74,170.00
William D. Winston	\$1,324.42		
C. Emily Bailey	1,402.00		
Chas. W. Bennett, Treas. - Taxes	149.79		
Mayor & Council - Taxes	121.29		
Mayor & Council - Water	2.50		
	<u>\$3,000.00</u>	\$ 00.00	\$ 3,000.00
H. Fulton & Blanche Rounds	\$ 900.00	\$ 100.00	\$ 1,000.00
Gulf Oil Corporation	\$ 10.00		\$ 10.00
Mary C. Burckhead	\$ 30.00		\$ 30.00
G. Herbert & Mae E. Sembly	\$ 90.00		\$ 90.00
Richard H. Hodgson	\$9,000.00		\$ 9,000.00
Richard H. Hodgson		\$2,922.66	\$
Salisbury Bldg. & Loan Assoc.		577.34	
	<u>\$ 00.00</u>	\$3,500.00	\$ 3,500.00
Lloyd Chandler	\$2,000.00		\$ 2,000.00
John H. Williams	\$ 50.00		\$ 50.00
Gladys V. Oliphant	\$1,500.00	\$6,500.00	\$ 8,000.00
E. Virgil Hearn	\$4,500.00	\$1,500.00	\$ 6,000.00
Richard Penrose	\$2,101.60	\$ 250.00	
Salis. Bldg. & Loan Assoc.	1,397.88		
Chas. W. Bennett, Treas. - Taxes	135.79		
Mayor & Council - Taxes	109.73		
Mayor & Council - Water	5.00		
	<u>\$3,750.00</u>	\$ 250.00	\$ 4,000.00
Edna A. Elderdice	\$1,000.00	\$ 650.00	\$ 1,750.00
Joseph H. & Amanda E. Layton	\$1,450.00	\$ 50.00	\$ 1,500.00
Boyd E. Niblett & Farmers & Merchants Bank	\$3,000.00		\$33,000.00
Josephus Hearn	\$ 400.00		\$ 400.00
F. W. Baysinger	\$2,600.00	\$ 400.00	\$ 3,000.00
O. Straughn Lloyd & Hilary Taylor	\$7,000.00		\$ 7,000.00
Balance carried forward	\$92,475.00	\$35025.00	\$127500.00

Balance brought forward	\$92,475.00	\$35,025.00	\$127,500.00
Clemuel A. Burriess	\$ 139.20	\$1,500.00	
Laura L. Wailes-John Laws Mtg.	1,151.50		
Mayor & Council - Taxes	111.63		
Chas. W. Bennett, Treas. - Taxes	97.17		
Farmers & Merchants Bank	200.50		
	<u>\$1,700.00</u>	<u>\$1,500.00</u>	\$ 3,200.00
Samuel S. & Wm. Eldman	\$ 500.00		\$ 500.00
Elisha P. Parker	\$2,491.99		
Chas. W. Bennett, Treas. - Taxes	196.70		
Mayor & Council - Taxes	89.31		
	<u>\$2,778.00</u>	<u>\$ 00.00</u>	\$ 2,778.00
Maria T. Mitchell	\$3,250.00	\$3,000.00	\$ 6,250.00
Maggie J. Brown	\$ 459.21		
Mayor & Council - Water	5.25		
Mayor & Council - Taxes	127.76		
Charles W. Bennett, Treas. - Taxes	188.95		
John B. & L. Emma Flemming	2,218.83		
	<u>\$3,000.00</u>	<u>\$ 00.00</u>	\$ 3,000.00
Harvey Parsons	\$1,750.00	\$2,690.30	
Mayor & Council - Taxes		25.00	
Charles W. Bennett, Treas. - Taxes		34.70	
	<u>\$1,750.00</u>	<u>\$3,750.00</u>	\$ 4,500.00
Mrs. Annie B. Parsons	\$3,350.00	\$ 325.95	
Charles W. Bennett, Treas. - Taxes		54.98	
Mayor & Council - Taxes		19.07	
	<u>\$3,350.00</u>	<u>\$ 400.00</u>	\$ 3,750.00
Ella Mae Conley	\$ 10.00		\$ 10.00
G. H. & Ray Robertson	\$ 10.00		\$ 10.00
W. Handy Livingston		\$ 100.00	\$ 100.00
Miriam Powell Cannon		\$ 150.00	\$ 150.00
J. Asbury Holloway		\$3,000.00	\$ 3,000.00
Thomas Downs	\$ 10.00	\$	\$ 10.00
Henry K. Miller	\$ 25.00		\$ 25.00
Emma L. Hosier	\$4,050.00	\$ 100.00	\$ 4,150.00
W. J. & Edith Collins	\$ 25.00		\$ 25.00
Solomon Huston Estate	\$ 25.00		\$ 25.00
Balance carried forward	\$112,958.00	\$46,025.00	\$158,983.00

Balance brought forward	\$112,958.00	\$46025.00	\$158983.00
Wm. B. S. Powell Est.	\$1,570.00		\$ 1,570.00
Ernest O. Wheatley	\$ 50.00		\$ 50.00
Gertrude C. Schmidhauser	\$ 25.00		\$ 25.00
E. S. Adkins & Company		\$1,000.00	\$ 1,000.00
E. S. Adkins & Company	\$3,984.00	\$3,016.00	\$ 7,000.00
Hilary M. Taylor	\$ 10.00		\$ 10.00
Adkins & Arbogast	\$ 500.00	\$1,299.39	
Adkins & Arbogast		<u>2,800.61</u>	
	\$ 500.00	\$4,100.00	\$ 4,600.00
George Elton Brown	\$ 450.00		\$ 450.00
Rose E. Smith Carey		\$ 10.00	\$ 10.00
Nicla H. Campbell		\$ 25.00	\$ 25.00
Robert F. Quillen		\$ 10.00	\$ 10.00
Annie M. Krause	\$ 124.18		
Chas. W. Bennett, Treas. - Taxes	17.13		
Mayor & Council - Taxes	<u>8.69</u>		
	\$ 150.00	\$ 00.00	\$ 150.00
Charles Elmer Parker	\$ 675.88		
Chas. W. Bennett, Treas. - Taxes	40.60		
Mayor & Council - Taxes	28.52		
Mayor & Council - Water	<u>5.00</u>		
	\$ 750.00	\$ 00.00	\$ 750.00
F. L. Insley	\$ 800.00	\$1,000.00	
Home Owners Loan		<u>200.00</u>	
	\$ 800.00	\$1,200.00	\$ 2,000.00
J. Walter Mitchell	\$ 1.00		\$ 1.00
Charles T. Bradley	\$ 10.00		\$ 10.00
Baltimore & Eastern Railroad Co.	\$ 70.00	\$ 30.00	\$ 100.00
Dr. G. Herbert Sembly		\$ 50.00	\$ 50.00
L. Atwood Bennett		\$ 10.00	\$ 10.00
Calvin Morris	\$ 50.00		\$ 50.00
TOTALS	\$121,378.00	\$55476.00	\$176,854.00

Submitted By:

Wade H. Insley, Jr.
Treasurer

CITY HALL - SALISBURY, MARYLAND - MAY 18, 1942

The Mayor and Council of Salisbury assembled at the City Hall Monday night, May 18, at 12:01 A.M. at the close of the regular meeting. There were present: Mayor - Elect I. Virgil Hitchens, Councilmen Albin A. Hayman and Werner T. Gardner and Councilmen-Elect John G. Howie and Clifford H. Duffy.

1. The newly elected Councilmen, Howie and Duffy, took their seats and Councilman Gardner offered a motion nominating Councilman Howie as Chairman for the purpose of nominating their President. The motion was seconded by Councilman Hayman and duly passed.
2. Councilman Hayman offered a motion nominating Councilman W. T. Gardner as President of the Council. The motion was seconded and upon vote was unanimously approved.
3. After installation as President, Councilman Gardner called for new business and the Mayor presented the following statement which was read before the group:

MR. PRESIDENT AND MEMBERS OF THE COUNCIL:

We are beginning tonight a new administration of municipal affairs under conditions which are totally different due to an all-out war that threatens the very existence of humanity. There will be many new problems requiring mutual understanding, sound judgment and a willingness to make personal sacrifices for the benefit of our City.

At this time I wish to welcome Mr. Clifford Duffy, a new member to our City Council, and to compliment Mr. John G. Howie on his recent re-election. I know the hold-over members, Messrs. Albin A. Hayman, W. T. Gardner and Claude E. Russell, join me in extending this cordial welcome.

It has been customary in the past for the Mayor to submit a list of general recommendations covering at least one year of the term of office. In view of the critical times and changing conditions, I prefer that we adjust our general policies from time to time in order to afford a reasonable degree of flexibility for the purpose of securing economical and efficient operation of the various City departments.

In the public interest, I wish to submit the following specific recommendations for your immediate consideration and approval.

DEFENSE HOUSING

For the past few years the volume of building has been one of the outstanding signs of progress in our City. Freezing orders on certain materials will have a tendency to slow down residential construction which is particularly need to house persons engaged in National Defense occupations. In order that adequate housing facilities be made available, I have contacted the government authorities requesting appropriate priority

ratings for continuing residential construction. As a result of these communications, I have been informed that existing housing conditions are being examined for the purpose of obtaining an over-all picture of the situation. The housing plans should be vigorously pushed with the idea of locating on those streets where water, sewerage, and other public utilities are now available--which means conserving critical materials and saving the taxpayers of Salisbury several thousands of dollars in eliminating the extension of services to undeveloped property.

AIRPORT

The construction of the Salisbury Airport should be expedited. According to information previously given us, the airport was considered essential to National Defense. Under such circumstances, I feel that every effort should be made to request the Federal Agencies to release construction contracts in order to complete the airport as rapidly as possible. I therefore suggest that a committee, composed of representatives of the Mayor & Council, County Commissioners, and the City Engineer, be selected for the purpose of immediately contacting the appropriate Federal Authorities.

CIVILIAN DEFENSE

All local governing bodies are charged with the responsibility of adopting such measures within their charter powers as may be necessary for furnishing proper protection to its civilian population. The Civilian Defense Organization in Salisbury and Wicomico County are doing such a splendid job that I wish to take this opportunity to publicly compliment each and every person connected with the organization. In view of our responsibilities, I feel that we should cooperate to the fullest extent and in every possible way so that Civilian Defense Services will be able to mobilize one hundred per cent if and when an emergency arises.

PUBLIC EXPENDITURES

Our growing community requires the expenditure of a reasonable amount of public funds for maintenance of fire and police protection, streets, water, sewerage and drainage facilities, street and traffic lights, garbage collection, administrative and supervisory expenses. However, I am of the opinion that major public improvements requiring bond issues should be postponed for the duration of the war.

Other recommendations will be submitted frequently and please feel free to call upon me at any time. The people of Salisbury, in the elections of the past two years, have expressed their will and it is up to us to work together for the best interest of the entire city.

Respectfully submitted,

I. Virgil Hitchens
Mayor

May 18, 1942

44. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed that the Mayor's statement be accepted and become a part of the minutes.
45. The City Engineer informed the Council that a joint meeting between the Mayor and Council and the County Commissioners had been called at 11:30 Wednesday morning at the Civilian Defense Control Center. The Council asked that the individual members be called and reminded of the meeting.
46. The City Engineer presented a communication from Mr. W. P. Pope in which he set forth that cars in front of the Precision Development Company were being parked beyond the curb line on College Avenue. He pointed out that he had granted the City a 5 foot strip for a grass plot between the curb line and the sidewalk and requested that the condition be remedied.

The City Engineer advised the Council that the street could be plowed at the curb line in order to adjust this, if it would be satisfactory with Mr. Pope.

The Council instructed the City Engineer to call on Mr. Pope and to adjust the matter with him if it were not money he desired.

47. Councilman Howie brought up the matter of parking on the sidewalk and sidewalk area in the vicinity of Calvert and Baptist Streets.

The Council ordered the Police Department be instructed that cars parked on the sidewalk are to be tagged.

8. The Council received a request from Dr. Hamilton P. Fox asking for the erection of signs on the south side of Colonial Court reading "No Parking This Side of Street." The Council found that since the street was private property, they would have no authority to erect such a sign.
9. The City Engineer requested the Council that he be furnished a certified copy of Council President Morris's recent complaint together with a certified copy of the letter he had given the Council Monday night May 18.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the Clerk to furnish such a statement.

10. Mayor I. Virgil Hitchens presented a letter from the President of the Maryland League of Municipalities in which he explained that the Maryland League was now being set up in permanent headquarters with a full time staff. He further advised the Mayor that he had been appointed a vice-president and forwarded a schedule of dues for membership in the league.

May 18, 1942

There was no action taken on the matter and it was ordered held for a future meeting.

11. The Council received a request from Mr. John Turner, the dog catcher, of \$5.00 per week increase in salary due to increased cost of living.

The matter was held for future consideration.

12. Mayor I. Virgil Hitchens requested the Council to approve the appointment of two men to the Police force as extra police men, namely: Dudley Gardner and Guy Wilson, and to authorize their beginning date be Monday April 29, at \$24.00 per week.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed accepting the Mayor's recommendation and authorizing a voucher be issued and signed covering the special payroll for these two new employees.

13. The City Solicitor called the Council's attention to the fact that it would be necessary to pass a resolution notifying the banks that Councilman W. T. Gardner had been duly elected President of Council and authorizing his signature as such on the various instruments of the Mayor & Council.

Whereupon Councilman Albin A. Hayman introduced and offered the following preambles and Resolution which were duly seconded by Councilman John G. Howie and unanimously passed by the Council of Salisbury.

WHEREAS, the provisions of Section 271 of Article 23 of the Code of Public Local Laws of Maryland (Edition of 1930), require that the Council of Salisbury shall meet on the second Monday evening following the election for the purpose of organization; and,

WHEREAS, Section 281 of Article 23 of the Code of Public Local Laws of Maryland (Edition of 1930), provides that all moneys shall be paid out only on checks signed by the Clerk of Salisbury, and countersigned by the President of the Council.

WHEREAS, said Council of Salisbury did meet on Monday, May 18, 1942, and organized by electing Werner T. Gardner, President thereof; and

NOW, THEREFORE, BE IT RESOLVED by the Council of Salisbury that The Farmers and Merchants Bank of Salisbury, County Trust Company of Maryland and The Salisbury National Bank be, and they are hereby authorized to make payments from the funds of The Mayor and Council of Salisbury on deposit with them, upon and according to the checks of The Mayor and Council of Salisbury signed by Wade H. Insley, Jr. Clerk of Salisbury, and countersigned by Werner T. Gardner, President of the

Minutes of the Mayor and Council

Page #5

May 18, 1942

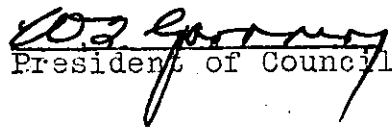
Council of Salisbury: AND BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to The Farmers and Merchants Bank of Salisbury, County Trust Company of Maryland and The Salisbury National Bank.

A copy of this resolution is attached to the minutes.

The meeting adjourned at 1:00 A.M.

APPROVED:

Date


President of Council

Clerk

May 15, 1942

Dr. A. Rebecca Morris
South Division Street
Salisbury, Maryland

Dear Dr. Morris:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty (30) days.

Very truly yours,

Wade H. Insley, Jr.
Clerk of Salisbury

WHI nw

cc: Mayor & Council Minutes

REGISTERED LETTER
Return Receipt requested

May 15, 1942

Mr. W. S. Moore, Sr.
Pinehurst Avenue
Salisbury, Maryland

Dear Mr. Moore:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City of Salisbury. Your agent or contractor should proceed to the start of operation.

The Mayor and Council of Salisbury are desirous of improvement to be effected within the next thirty days.

Form 3311
Rev. 1-4-40

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1

(Signature or name of addressee)

2

(Signature of addressee's agent - Agent should enter addressee's name on line ONE above)

Date of delivery May 15, 1942

U. S. GOVERNMENT PRINTING OFFICE 16-12421

WHI nw

cc: Mayor & Council

REGISTERED LETTER
Return Receipt Requested

May 15, 1942

Phillips Brothers
Lake Street
Salisbury, Maryland

Gentlemen:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written requiring the same from the Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the Start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty days.

Form 3501
Rev. 1-4-40

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

WHI nw

cc: Ma

REGISTE
Return

1

(Signature or name of addressee)

2

(Signature of addressee's agent—Agent should enter addressee's name on line ONE above)

Date of delivery _____, 194

May 15, 1942

Mr. George P. Chandler
Poplar Hill Avenue
Salisbury, Maryland

Dear Mr. Chandler:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring the same from the Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty days.

Very truly yours,

WHI nw

cc: May

REGISTERED
Return R

8311
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RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original of which appears on the face of this Card.

[Signature]
(Signature or name of addressee)

(Signature of addressee's agent - Agent should enter addressee's name on line ONE above)

Delivery 1942, 194

U. S. GOVERNMENT PRINTING OFFICE 16-12421

May 15, 1942

Mt. Ellen Baptist Church
Church & Poplar Hill Avenue
Salisbury, Maryland

Gentlemen:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring the same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer; City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty (30) days.

Very truly yours,

Wade H. Insley, Jr.
Clerk of Salisbury

WHI nw

cc: Mayor & Council Minutes

REGISTERED LETTER
Return Receipt requested

May 15, 1942

Atlantic Refining Company
260 South Broad Street
Philadelphia, Pennsylvania

Gentlemen:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty (30) days.

Very truly yours,

Form 3311
Rev. 1-4-40

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

1

(Signature or name of addressee)

2

(Signature of addressee's agent—Agent should enter addressee's name on line ONE above)

Date of delivery MAY 15 1942

WHI nw

cc: Mayo

REGISTERED
Return Re

May 15, 1942

Mr. John E. Morris
Pinehurst Avenue
Salisbury, Maryland

Dear Mr. Morris:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty (30) days.

Form 8311
Rev. 1-4-40

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

WHI nw

cc: M

REGIST
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1 _____
(Signature or name of addressee)

2 _____
(Signature of addressee's agent—Agent should enter addressee's name on line ONE above)

Date of delivery _____, 194

May 15, 1942

Larmer Corporation
Salisbury,
Maryland

Gentlemen:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be essential and request your co-operation within the next thirty (30) days.

Form 834
Rev. 1-4-40

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

WHI

cc:

REGIS
Retur

1 Larmer Corporation
(Signature for name of addressee)

2 Ben W. H. H. H.
(Signature of addressee's agent - Agent should enter addressee's name on line ONE above)

Date of delivery MAY 15 1942

May 15, 1942

Annie L., John W., & W. J. Downing
Park Avenue
Salisbury, Maryland

Attention of Mr. John W. Downing

Dear Sir:

Your attention is called to the provisions of Ordinance No. 477, passed and approved by the Mayor and Council of Salisbury on March 30, 1942, which requires that all property owners binding upon both sides of Poplar Hill Avenue, from East Market Street to Broad Street, shall have sidewalks placed in front of their property within thirty (30) days after receipt of written notice requiring same from The Mayor and Council of Salisbury.

This is to advise you that the grade, plans and specifications for said sidewalk are on file in the office of the City Engineer, City Hall, Salisbury, Maryland. Please have your agent or contractor contact the City Engineer prior to the start of operations.

The Mayor and Council of Salisbury consider this public improvement to be in the public interest and request your co-operation within the next 30 days.

WHI nw

cc: Mayor

REGISTERED
Return Receipt

RETURN RECEIPT

The Postmaster the Registered or Insured Article, the original bears on the face of this Card.

(Signature or name of addressee)

(Agent should enter addressee's name on line ONE above)

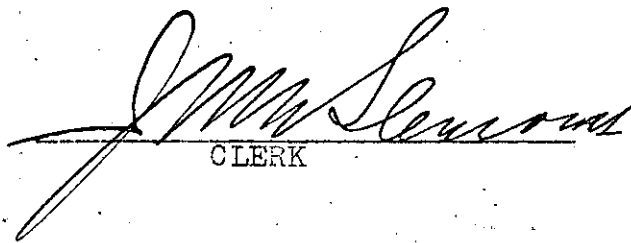
U. S. GOVERNMENT PRINTING OFFICE 10-12421

CERTIFICATE OF ELECTION

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 263 of Article 23 of the Code of Public Local Laws of Maryland and upon the Official Returns of the Judges of Election of the General Election of the City of Salisbury, held on May fifth, 1942, I HEREBY CERTIFY that I. VIRGIL HITCHENS is the duly elected Mayor of Salisbury, Maryland.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

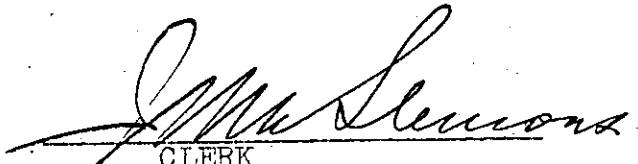

CLERK

OATH OF OFFICE FOR MAYOR
OF SALISBURY, MARYLAND

I, I. VIRGIL HITCHENS, of Salisbury, Wicomico
County, Maryland, in the presence of Almighty God; do
solemnly declare that I shall diligently and faithfully
without partiality, favor or prejudice, well and truly
perform the duties of Mayor of Salisbury, Maryland.


I. VIRGIL HITCHENS

Subscribed and sworn to before me, the Clerk
of the Circuit Court for Wicomico County, State of
Maryland, this 13 day of May, A.D. 1942.

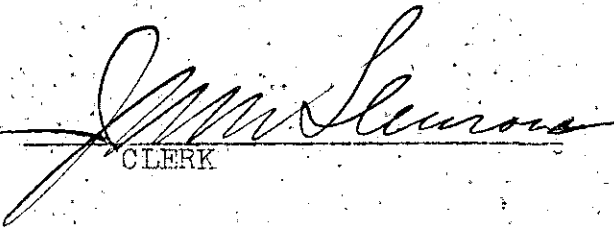

CLERK

CERTIFICATE OF OATH

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 268 of Article 23 of the Code of Public Local Laws of Maryland, I HEREBY CERTIFY that I. VIRGIL HITCHENS has duly qualified for the office of Mayor of Salisbury, Maryland, by taking the prescribed oath.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

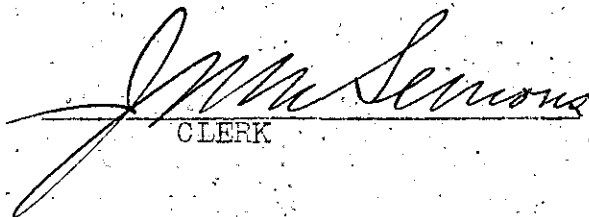

CLERK

CERTIFICATE OF ELECTION

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

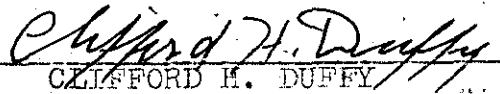
Pursuant to the provisions of Section 263 of Article 23 of the Code of Public Local Laws of Maryland and upon the Official Returns of the Judges of Election of the General Election of the City of Salisbury, held on May fifth, 1942, I HEREBY CERTIFY that CLIFFORD H. DUFFY is a duly elected Councilman of Salisbury, Maryland.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

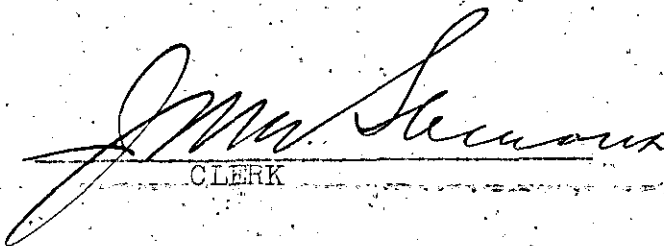

CLERK

OATH OF OFFICE FOR COUNCILMAN
OF SALISBURY, MARYLAND:

I, CLIFFORD H. DUFFY, of Salisbury, Wicomico
County, Maryland, in the presence of Almighty God,
do solemnly declare that I shall diligently and
faithfully without partiality, favor or prejudice,
well and truly perform the duties of Councilman of
Salisbury, Maryland.


CLIFFORD H. DUFFY

Subscribed and sworn to before me, the
Clerk of the Circuit Court for Wicomico County, State
of Maryland, this 13 day of May, A.D. 1942.


CLERK

CERTIFICATE OF OATH

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 268 of Article 23 of the Code of Public Local Laws of Maryland, I HEREBY CERTIFY that CLIFFORD H. DUFFY has duly qualified for the office of Councilman of Salisbury, Maryland, by taking the prescribed oath.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

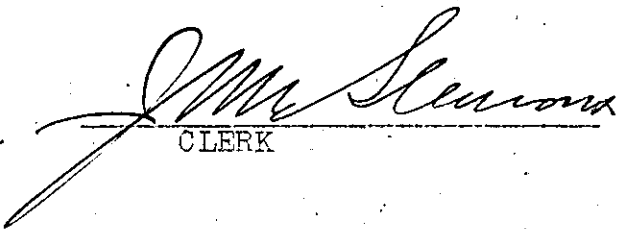

CLERK

CERTIFICATE OF ELECTION

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

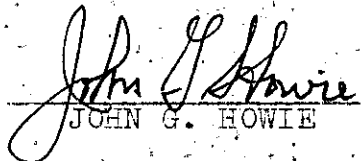
Pursuant to the provisions of Section 263 of Article 23 of the Code of Public Local Laws of Maryland and upon the Official Returns of the Judges of Election of the General Election of the City of Salisbury, held on May fifth, 1942, I HEREBY CERTIFY that JOHN G. HOWIE is a duly elected Councilman of Salisbury, Maryland.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

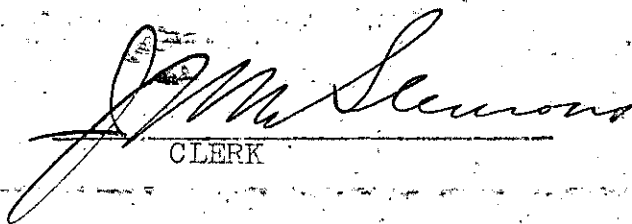

CLERK

OATH OF OFFICE FOR COUNCILMAN
OF SALISBURY, MARYLAND

I, JOHN G. HOWIE, of Salisbury, Wicomico
County, Maryland, in the presence of Almighty God,
do solemnly declare that I shall diligently and
faithfully without partiality, favor or prejudice,
well and truly perform the duties of Councilman of
Salisbury, Maryland.


JOHN G. HOWIE

Subscribed and sworn to before me, the
Clerk of the Circuit Court for Wicomico County, State
of Maryland, this 13 day of May, A.D. 1942.

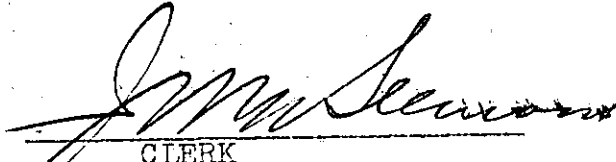

CLERK

CERTIFICATE OF OATH

STATE OF MARYLAND, WICOMICO COUNTY, TO WIT:

Pursuant to the provisions of Section 268 of Article 23 of the Code of Public Local Laws of Maryland, I HEREBY CERTIFY that JOHN G. HOWIE has duly qualified for the office of Councilman of Salisbury, Maryland, by taking the prescribed oath.

Given under my hand and the seal of the Circuit Court for Wicomico County and State of Maryland, this 13 day of May, A.D. 1942.

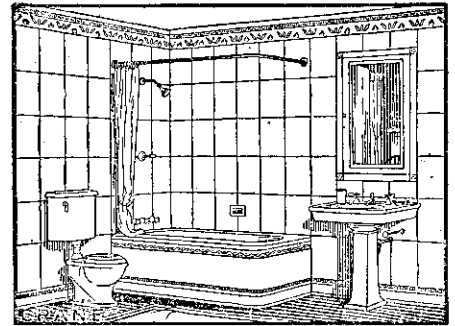

CLERK

MORRIS & MORRIS

Plumbing and Heating

SALISBURY, MARYLAND

May 18, 1942



Mayor & Council
Salisbury
Maryland

Gentlemen:

On leaving the City Council, I have compiled a few suggestions. With your permission, I would like to read them. Under the present abnormal conditions, the taxpayers of Salisbury are like all other citizens of the United States--hardpressed for money to meet their obligations. This applies especially to communities outside of the National Defense areas where there is very little Government work going on. It may be well to take stock of the various departments of the City Government at this time.

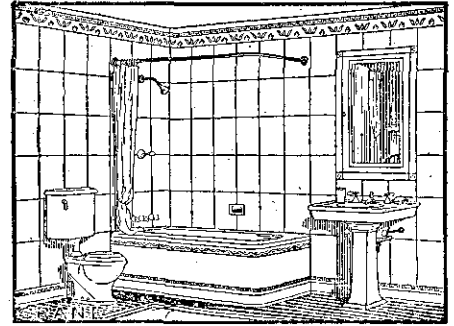
For instance, the Water Department. For the past seven years, Salisbury has had quite a building boom, which meant extension of water mains for new homes along with fire protection. This building boom has ceased. Therefore, it is quite possible to decrease the cost of this Department. For example, the City Engineer's salary, according to the Charter, is supposed to be \$2100.00 per year which he is drawing. His salary from the Water Department is \$2900.00 per year, making a total of \$5000.00 per year. The Engineer's salary was increased from the Water Department along with all the rest of the Engineering personel, due to the fact that the City was doing a lot of new construction work, but at this time, new construction work has practically ceased, and it may be well to look into the matter and make adjustments in compensation and personel.

The Water Department has been a paying asset to the people of Salisbury. According to the last financial statement, the amount of cash in reserve was \$26,000.00 and an inventory of stock on hand of \$14,000.00, making a total of \$40,000.00. This is quite an adequate reserve taking into consideration the entire cost of the water system. The time may be right for the Mayor and Council to make a reduction in the water rates, as the law requires, after the reserve

2100
2900
5000²⁰

MORRIS & MORRIS*Plumbing and Heating*

SALISBURY, MARYLAND



Mayor & Council

-2-

5-18-42

has been built up to the figures stated or thereabout. This reduction will be appreciated by all the people in this community and will help them to buy more War Stamps and Bonds in order to help our Government in the War effort which is vital to our very existence. If all the Departments in the City Government are handled in an economical and efficient manner, it appears that the tax rate of the City could be cut considerably at this time, because all new work is stopped and is just a maintenance cost from now until new building starts again.

It has been rumored that The Mayor & Council are going to present a bill to the next Maryland Legislature asking for an increase in the tax rate or to take the roof off taxes in Salisbury. This may be an extremely bad move due to the fact that after the War emergency is over, business comes back to normal. By raising taxes, it will discourage new business, such as manufacturing, and this in turn will not encourage payrolls--the very thing that Salisbury needs at this time, and, also, after the War has been won.

Many months ago, the Mayor & Council and the County Commissioners jointly sponsored the Salisbury Airport. They signed a Contract with the Federal Government. The Mayor & Council and the County Commissioners, according to the contract, were to buy the site for the Airport, do all engineering work, and take care of the maintenance for a period of 10 years after completion. This project has been progressing very slowly, and the engineering has already cost considerably more than what the Engineer had estimated the cost to be. It may be well to go into this and find out why the engineering is costing the taxpayers so much, and the delay. It also may be money well worth spent to call in an experience engineer and get this matter straightened out. The War will be over before this Airport is completed unless something is at least done to get started on the drainage.

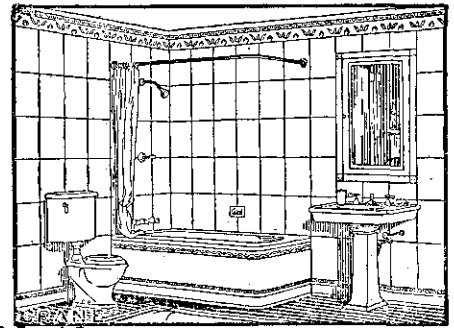
We have had a very dry Spring, and the water is standing

MORRIS & MORRIS

Plumbing and Heating

SALISBURY, MARYLAND

May 18, 1942



Mayor & Council

-3-

5-18-42

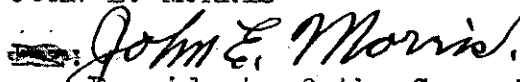
within 18" of the surface of the ground in the low places. A few weeks ago, I asked the City Engineer how low the second water table was; and he replied that the farmers in that section said it was about 12'. One would assume, especially on a project of this size amounting to three quarters of a million dollars, more or less, that the first thing to do would be to determine the water levels. Since I asked a few questions about the drainage work at the Airport, there has been some effort made to find out the second water level. An excavation has been made to the depth of about 16', and this hole is full of water still standing about 18" below the surface, which goes to show that the second water depth is not at 12' as the farmers said. I think this matter should deserve some quick attention, because it pertains to the defense of our nation and community and may save the lives, and ships and materials of our Citizens and Allies off the Atlantic Coast. After this war has been won, and this proposed Airport is finished, it may be to Salisbury what the railroads, steamboats, and good roads have meant to us in the past.

I am sending a copy of this letter to The County Commissioners for their consideration.

Thanking you for your indulgence, I am

Yours very truly,

JOHN E. MORRIS


President of the Council

JEM: ETH

MR. PRESIDENT AND MEMBERS OF THE COUNCIL:

We are beginning tonight a new administration of municipal affairs under conditions which are totally different due to an all-out war that threatens the very existence of humanity. There will be many new problems requiring mutual understanding, sound judgment and a willingness to make personal sacrifices for the benefit of our city.

At this time I wish to welcome Mr. Clifford Duffy, a new member to our City Council, and to compliment Mr. John G. Howie on his recent re-election. I know the hold-over members, Messrs. Albin A. Hayman, W. T. Gardner and Claude E. Russell, join me in extending this cordial welcome.

It has been customary in the past for the Mayor to submit a list of general recommendations covering at least one year of the term of office. In view of the critical times and changing conditions, I prefer that we adjust our general policies from time to time in order to afford a reasonable degree of flexibility for the purpose of securing economical and efficient operation of the various city departments.

In the public interest, I wish to submit the following specific recommendations for your immediate consideration and approval.

DEFENSE HOUSING

For the past few years the volume of building has been one of the outstanding signs of progress in our city. Freezing orders on certain materials will have a tendency to slow down residential construction which is particularly needed to house persons engaged in National Defense occupations. In order that adequate housing facilities be made

available, I have contacted the government authorities requesting appropriate priority ratings for continuing residential construction. As a result of these communications, I have been informed that existing housing conditions are being examined for the purpose of obtaining an over-all picture of the situation. The housing plans should be vigorously pushed with the idea of locating on those streets where water, sewerage, and other public utilities are now available--which means conserving critical materials and saving the taxpayers of Salisbury several thousands of dollars in eliminating the extension of services to undeveloped property.

AIRPORT

The construction of the Salisbury Airport should be expedited. According to information previously given us, the airport was considered essential to National Defense. Under such circumstances, I feel that every effort should be made to request the Federal Agencies to release construction contracts in order to complete the airport as rapidly as possible. I therefore suggest that a committee, composed of representatives of the Mayor and Council, County Commissioners, and the City Engineer, be selected for the purpose of immediately contacting the appropriate Federal Authorities.

CIVILIAN DEFENSE

All local governing bodies are charged with the responsibility of adopting such measures within their charter powers as may be necessary for furnishing proper protection to its civilian population. The Civilian Defense Organization in Salisbury and Wicomico County are doing such a splendid job that I wish to take this opportunity to publicly compliment each and every person connected with the organization. In view of our responsibilities, I feel that we

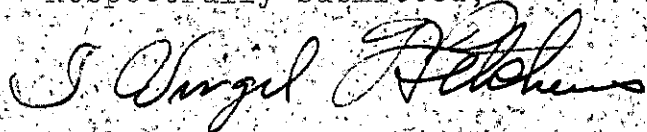
should cooperate to the fullest extent and in every possible way so that Civilian Defense Services will be able to mobilize one hundred per cent if and when an emergency arises.

PUBLIC EXPENDITURES

Our growing community requires the expenditure of a reasonable amount of public funds for maintenance of fire and police protection, streets, water, sewerage and drainage facilities, street and traffic lights, garbage collection, administrative and supervisory expenses. However, I am of the opinion that major public improvements requiring bond issues should be postponed for the duration of the war.

Other recommendations will be submitted frequently and please feel free to call upon me any time. The people of Salisbury, in the elections of the past two years, have expressed their will and it is up to us to work together for the best interest of the entire city.

Respectfully submitted,



I. Virgil Hitchens,
Mayor

May 18, 1942

Minutes of the regular meeting of the Council of Salisbury, Salisbury, Maryland, the same being the fully authorized and official governing body of The Mayor and Council of Salisbury, a municipal corporation of the State of Maryland, held in the Council Room of the City Hall at Salisbury, Maryland pursuant to the established custom of said Council of Salisbury, in meeting each and every Monday night throughout the year, this meeting being held on Monday, May 18th, 1942, at 7:30 o'clock P.M.

There were present: Councilmen John G. Howie, Albin A. Hayman, Werner T. Gardner and Clifford H. Duffy, being four of the members of the Council of Salisbury: Councilman Claude E. Russell being absent due to illness. There was present also, Mayor I. Virgil Hitchens.

Councilman Albin A. Hayman introduced and offered the following preambles and Resolution which were duly seconded by Councilman John G. Howie and unanimously passed by the Council of Salisbury.

WHEREAS, the provisions of Section 271 of Article 23 of the Code of Public Local Laws of Maryland (Edition of 1930), require that the Council of Salisbury shall meet on the second Monday evening following the election for the purpose of organization; and,

WHEREAS, said Council of Salisbury did meet on Monday, May 18th, 1942, and organized by electing Werner T. Gardner, President thereof; and,

WHEREAS, Section 281 of Article 23 of the Code of Public Local Laws of Maryland (Edition of 1930), provides that all moneys shall be paid out only on checks signed by the Clerk of Salisbury, and countersigned by the President of the Council.

NOW, THEREFORE, BE IT RESOLVED by the Council of Salisbury that The Farmers and Merchants Bank of Salisbury, County Trust Company of Maryland and The Salisbury National Bank be, and they are hereby authorized to make payments from the funds of The Mayor and Council of Salisbury on deposit with them, upon and according to the checks of The Mayor and Council of Salisbury,

signed by Wade H. Insley, Jr. Clerk of Salisbury, and counter-
signed by Werner T. Gardner, President of the Council of
Salisbury: AND BE IT FURTHER RESOLVED that copies of this
Resolution be forwarded to The Farmers and Merchants Bank of
Salisbury, County Trust Company of Maryland and The Salisbury
National Bank.

Clerk of Salisbury.

CERTIFICATE

THIS IS TO CERTIFY, that the foregoing
is a true and correct copy from the Minutes of
The Mayor and Council of Salisbury, in connection
with the action taken in authorizing certain banks
to make payment of checks drawn on the funds of
The Mayor and Council of Salisbury, at a meeting
held on May 18th, 1942, at 7:30 o'clock P.M. in
the Council Room of the City Hall, at Salisbury,
Maryland.

IN TESTIMONY WHEREOF, I have hereunto affixed
my signature and the corporate seal of the said
The Mayor and Council of Salisbury, a municipal
corporation of the State of Maryland, this _____
day of May A.D. 1942.

Clerk of Salisbury.

SUBSCRIBED AND SWORN TO
before me, this _____
day of May, A.D. 1942.

Notary Public.

CITY HALL - SALISBURY, MARYLAND - MAY 18, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night, May 18, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council John E. Morris, Councilmen John G. Howie, Albin A. Hayman, Werner T. Gardner, with Claude E. Russell absent due to illness.

1. Mr. Howard Johnson came before the Mayor & Council to inform them that Mr. Elmer Williams had notified him that he intended to take action toward forcing the removal of the gasoline pumps from the front of the Wicomico Garage and asked the City's assistance if the matter came to Court.

In the interest of the residents of the west side of Salisbury, Mr. Howard Johnson requested permission to trim the shrubbery in the City's plot at the intersection of Isabella and West Main Streets because the trees had grown to such a height that clear vision was not possible around the corner. Mr. Johnson told the Council that if it were agreeable with them, he would beautify the plot at his own expense by planting flower beds and trimming the shrubbery.

He also advised the Council that it was the community's plan to drain Mitchell's Pond during the winter and to cut the undergrowth of trees and bushes from it so that it could be dammed and flooded as a lake.

The Council advised Mr. Johnson that it would be entirely satisfactory to go ahead with the beautification of the plot as he had requested.

2. Mr. Hershel Smith came before the Mayor & Council representing a group of residents on Naylor Street near Brown Street. Mr. Smith requested that the City change the zoning of the west side of Naylor Street from Baker to Brown Street, a distance of 150 feet from an industrial to a residential.

The Council advised Mr. Smith that if he desired such an ordinance prepared it could be done at his own expense but that it must provide for public hearing in order to hear those who might not agree with the rezoning.

3. City Engineer presented the following bids for the use of the pavillion in the City Park as ^{requested} by invitation issued some time ago:

W. D. Long, Fitzwater Street	\$153.00
Wm. E. Wyatt, Pennsylvania Avenue	201.25
Mary L. Lankford, 415 E. William Street	204.00

Each of the above bidders posted a \$25.00 certified check with their bid. Upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed, award was authorized to the highest bidder after bond for \$500 was furnished.

4. Mr. William W. Travers came before the Mayor & Council together with the following delegation: Gilbert Smith, Dr. Mott, Hubert White, Gene Bounds, Norman Davis, and Mrs. Krest.

Mr. Travers as spokesman informed the Council that they were before the body seeking relief from a dust nuisance which prevailed on Pinehurst Avenue from Smith Street to the By Pass. The President of Council pointed out that the City had endeavored to open the street in order that it might be improved but had not yet been successful in their negotiations. The Council did agree, however, to look into the matter to see what could be done and it was suggested at the time that a coating of calcium chloride might be applied to the street for temporary relief since tar was no longer available. *asphalt*

5. The Police Chief presented his consolidated monthly report together with his weekly log which was ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
6. The Building Inspector reported that he had contacted all of those people affected by the rezoning on North Division Street near the By Pass except Mr. Dale Adkins and Mr. Sam Feldman and had found that they were all agreeable to the proposed rezoning.

The Building Inspector reported that the gypsies now located on Main Street at the bridge requested permission to move into a trailer to take the place of their tent. The Council advised him that he should not grant the permit.

The Council further advised the Building Inspector to notify these people that they must move out of the fire zone within one week.

7. The Harbor Master informed the Council that he had nothing to report and that it had been a great pleasure to have worked with them during his term as Harbor Master.

The President of Council offered the suggestion to the Council that the job of Harbor Master be compiled with another City office in order to save the tax payers' money.

8. Mr. James White presented a bill from Dr. William Murphy, V.M.D., for the care and disposal of dogs in the amount of \$142.00.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the President of Council and City Treasurer to sign a voucher in payment of the account after it had been checked with the dog catcher's report.

9. Mr. James A. White, the Plumbing Inspector, reported that Mr. Denwood Mitchell, had called him in reference to a seepage of water in his cellar and which he believed to be from a faulty sewer connection. He asked if the City could compel the property owners along West Church Street to connect with the new sewer. The Council instructed Mr. White to investigate the property along the street to see if he could find a remedy for the trouble.
10. The City Engineer reported on his call to Mr. F. H. Dryden of the F.W.A. In Mr. Dryden's absence, his assistant advised Mr. Gardner that the airport would have a priority. Mr. Bornefelt of the Baltimore office advised the City Engineer that his office would again receive bids on May 29 for grading the airport after which time they expected to make award to the lowest bidder.
11. The City Engineer reported that the garbage truck had recently been burned while unloading on the City dump and that the truck had recently been burned while unloading on the City dump and that the truck was now in the garage for repair. He reported further that he had made application for two new tires destroyed by the fire. He also reported that the loss was covered by insurance.
12. The City Engineer presented a request from the Salisbury Ship Yard, Inc. for the surfacing of Fitzwater Street. The Council authorized the City Engineer to write Mr. Smith of the ship yard to advise him that it would be necessary for them to furnish the City with a priority in order to make it possible for the City to secure asphalt for the street if the work were to be done.

The motion was offered by Councilman Howie, seconded by Councilman Hayman and duly passed. It was also recommended that if the work were to be done it should be from the Special Street Fund.

13. The City Engineer reported on a survey by Mr. Isakson of the personnel of the Street Department suitable for grader operator. The report advised that Mr. Charles Davis did not want the position; that another man who might handle it was needed elsewhere; and that left no one available suitable for an operator except Roger Purcell who was willing to try it and who Mr. Isakson felt was thoroughly capable.

Councilman Hayman offered the motion which was seconded by Councilman Gardner and duly passed approving the ~~training of~~ employing Mr. Roger Purcell as street grader for one week only at the same rate of pay.

14. The City Engineer presented a request from Mr. John Nichols on North Division Street at Calloway in which he asked the

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City's assistance in requesting the Board of Education to keep open a private road across their property for a short time longer in order that his customers in the vicinity might have access to his filling station while the By Pass work was under way.

Councilman Hayman offered a motion, seconded by Councilman Gardner and duly passed instructing the City Engineer to call on the Board of Education with Mr. Nichols requesting this.

15. The City Engineer presented a request from Mr. Henry Roberts to open Wicomico Street to a width of thirty feet from Camden to Oak Hill Avenue. Mr. Roberts stated that he had given the necessary land free of charge from his property on the south side of Wicomico Street. The City Engineer explained that the curb line of the first block from Camden would not be in line with the second block but that they would present no traffic hazard as each were set in with the flow of traffic.

Councilman Gardner offered a motion which was seconded by Councilman Howie and duly passed to accept Mr. Robert's proposal and authorize the repair of that part of the street near the new curb at a later date when funds and material were available.

16. The City Engineer presented an offer from G. Raymond Brown of Seaford for the sale of a $16\frac{1}{2}$ ' section of 6" cast iron pipe at 98¢ f.o.b. Salisbury. Councilman Howie offered a motion which was seconded by Councilman Gardner and duly passed authorizing the purchase of the pipe for the use of the Water Department.
17. The City Engineer presented a revised estimate on the cost of a 2-inch water main extension on Lake Street north of the corporate limit in order to serve the property of the Larmar Corporation in accord with application dated April 25, 1942. The revised estimate was in the amount of \$92.55 and provided for a refund of \$2.20. Councilman Gardner offered a motion which was seconded by Councilman Howie and duly passed authorizing the refund.
18. The City Engineer presented a request by Dewey Beauchamp for water service on Franklin Street. The service would normally require a meter but since the property was used only to wash clothes, he felt that it should be in keeping with all other private laundry work and recommended that it be put on the flat rate.

The Council approved and so ordered it.

19. Ordinance No. 479, an ordinance to repeal Ordinance No. P-6 entitled, "an ordinance to regulate the running of railroad engines within the City limits in the City of Salisbury and

to establish a maximum rate of speed for running engines and locomotives, etc.," was presented by the City Solicitor.

The Council ordered the Ordinance held pending advice from the Pennsylvania Railroad as to when the street crossing lights at College Avenue would be definitely relocated.

20. Ordinance No. 480, "an ordinance to require certain property owners to grade, pave, repair or relay sidewalks on the south side of West Philadelphia Avenue from N. Division Street to Ferndale Road, Etc." was presented by the City Solicitor and was read for its first reading and then ordered posted upon a motion made by Councilman Gardner, seconded by Councilman Hayman, and duly passed.
21. The City Solicitor, Mr. Potts, presented a letter from the Dual Parking Meter Company on recent decisions in various courts throughout the country on parking meters. The letter recited various decisions, some upholding their installation and some not.
22. The City Solicitor presented the certificates of election of I. Virgil Hitchens; together with his oath of office and certificate of oath; together with the certificate of election of John G. Howie with his oath of office and certificate of oath; together with the certificate of election of Clifford H. Duffy with his oath of office and with his certificate of oath, which were all ordered accepted and filed as part of the minutes upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
23. Vouchers No. 17983 to 18004^{inc.} were read and approved for payment upon a motion offered by Councilman Gardner, seconded by Councilman Hayman and duly passed.
24. The City Treasurer presented the annual audit as prepared for them by the F. W. Lafentz Co.
25. The City Treasurer presented his monthly statement of income and disbursements of the General Fund for the month of April. It was ordered accepted and filed upon a motion made by Councilman Gardner, seconded by Councilman Hayman and duly passed.
26. The dog report showing 27 dogs picked up was presented, ordered accepted and filed.
27. The Mayor and Council received an invitation to attend commencement exercises at Washington College.
28. A letter was received from the Keystone Automobile Club signed by Matthew P. Hanley in which he enclosed a report with recommendations on the question of bicycle regulations

in the interest of public safety.

The letter was ordered held for future consideration.

29. The City Clerk presented copies of letters recently written to owners of property on Poplar Hill Avenue advising them that sidewalks must be placed as called for in Ordinance No. 477.
30. The City Treasurer presented a freight bill from the Victor Lynn Lines covering a prepaid charge from Wm. H. Whiting dated February 4, 1942 for the sum of \$.45 and asked for the Council's approval to pay the bill as it was becoming quite old and no department head had approved it. He reported that the item covered a coil of wire which must have been sent to the City for mistake. The Council approved it and ordered the bill paid upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed.
31. A bill from Raymond S. Adams in the amount of \$10.00 for services rendered on recent election and registration days was presented. Councilman Howie made a motion, seconded by Councilman Hayman and duly passed approving payment of bill.
32. The City Clerk presented an agreement between the Larmer Corporation and the Mayor and Council of Salisbury made on the 14th day of May, 1934 in which the City agreed to make certain refunds against their deposit of \$400.00. The City Engineer explained that under the agreement the firm would be due a refund of \$210.00. Councilman Gardner offered a motion, seconded by Councilman Hayman and duly passed authorizing a refund in that amount made.
33. The City Treasurer presented a statement of the unpaid curb and gutter accounts for Liberty Street, Glen Avenue and for North Pinehurst Avenue and asked if they should be advertised as in accord with Ordinance No. 456, 459, and 460.

The Treasurer was instructed to withhold them another week in order that another collection attempt could be made before advertising.

34. The City Treasurer asked authority to pay John Purcell for the following hours he had worked in the Water Department helping move fire hydrants on the By Pass: Thursday, four hours; Friday, 9 hours; and Saturday, 5 hours; Total, 18 hours.

Councilman Hayman offered a motion, seconded by Councilman Howie approving payment for this time worked and granting authority for another period of temporary employment as recently provided for by the Civil Service Commission.

Minutes of the Mayor & Council

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35. The City Treasurer presented a verbal statement of the City's General Funds and explained that it would be necessary to borrow a sum of money to take care of the current bills and vouchers.

Councilman Gardner offered a motion which was seconded by Councilman Hayman and unanimously passed authorizing the borrowing of Five Thousand Dollars (\$5,000.00) for use of the General Fund at 4% from the Farmers & Merchants Bank on a demand note; at the same time authorizing the note to be signed by the Mayor T. Virgil Hitchens and the Treasurer, Wade H. Insley, Jr.

36. The Mayor & Council received a ^{closed} letter from Mrs. Hellen S. Dennis, Vice-President of the Civic Club, 409 Delaware Street, in which she asked for a donation to help put the building Phillips Bros. had recently given them in condition for a recreation center and public library. The Mayor & Council ordered the matter to be held for future consideration.
37. The minutes of the meeting of May 18 were read and approved upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed. Councilman Gardner wished, however, to be reported as not voting.
38. After the reading of the minutes, the City Engineer asked to know what to do about the signs on West Church Street and he was instructed by the Council to remove all the present signs and replace them with "No Parking, Unload and Load Only" as far as the available signs would go.
39. The President of Council John E. Morris presented the following recommendations:

On leaving the City Council, I have compiled a few suggestions. With your permission, I would like to read them. Under the present abnormal conditions, the taxpayers of Salisbury are like all other Citizens of the United States--hardpressed for money to meet their obligations. This applies especially to communities outside of the National Defense areas where there is very little Government work going on. I may be well to take stock of the various departments of the City Government at this time.

For instance, the Water Department. For the past seven years, Salisbury has had quite a building boom, which meant extension of water mains for new homes along with fire protection. This building boom has ceased. Therefore, it is quite possible to decrease the cost of this Department. For example, the City Engineer's salary, according to the Charter, is supposed to be \$2100.00 per year which he is drawing. His salary from the Water Department is \$2900.00 per year, making a total of \$5000.00 per year. The Engineer's salary was increased from

the Water Department along with all the rest of the Engineering personel, due to the fact that the City was doing a lot of new construction work, but at this time, new construction work has practically ceased, and it may be well to look into the matter and make adjustments in compensation and personel.

The Water Department has been^a paying asset to the people of Salisbury. According to the last financial statement, the amount of cash in reserve was \$26,000.00 and an inventory of stock on hand of \$14,000.00, making a total of \$40,000.00. This is quite an adequate reserve taking into consideration the entire cost of the water system. The time may be right for the Mayor and Council to make a reduction in the water rates, as the law requires, after the reserve has been built up to the figures stated or thereabout. This reduction will be appreciated by all the people in this community and will help our Government in the War effort which is vital to our very existence. If all the Departments in the City Government are handled in an economical and efficient manner, it appears that the tax rate of the City could be cut considerably at this time, because all new work is stopped and is just a maintenance cost from now until new building starts again.

It has been rumored that The Mayor & Council are going to present a bill to the next Maryland Legislature asking for an increase in the tax rate or to take the roof off taxes in Salisbury. This may be an extremely bad move due to the fact that after the War emergency is over, business comes back to normal. By raising taxes, it will discourage new business, such as manufacturing, and this in turn will not encourage payrolls--the very thing that Salisbury needs at this time, and, also, after the War has been won.

Many months ago, the Mayor & Council and the County Commissioners jointly sponsored the Salisbury Airport. They signed a Contract with the Federal Government. The Mayor & Council and the County Commissioners, according to the contract, were to buy the site for the Airport, do all engineering work, and take care of the maintenance for a period of 10 years after completion. This project has been progressing very slowly, and the engineering has already cost considerably more than what the Engineer had estimated the cost to be. It may be well to go into this and find out why the engineering is costing the taxpayers so much, and the delay. It also may be money well worth spent to call in an experienced engineer and get this matter straightened out. The War will be over before this Airport is completed unless something is at least done to get started on the drainage.

We have had a very dry Spring, and the water is standing within 18" of the surface of the ground in the low places. A few weeks ago, I asked the City Engineer how low the second water table was, and he replied that the farmers in that section said it was about 12'. One would assume, especially on a project of this size amounting to three quarters of a million dollars,

May 18, 1942

more or less, that the first thing to do would be to determine the water levels. Since I asked a few questions about the drainage work at the Airport, there has been some effort made to find out the second water level. An excavation has been made to the depth of about 16 feet, and this hole is full of water still standing about 18" below the surface, which goes to show that the second water depth is not at 12 feet as the farmers said. I think this matter should deserve some quick attention, because it pertains to defense of our nation and community and may save the lives, and ships and materials of our Citizens and Allies off the Atlantic Coast. After this war has been won, and this proposed Airport is finished, it may be to Salisbury what the railroads, steamboats, and good roads have meant to us in the past.

I am sending a copy of this letter to The County Commissioners for their consideration.

Thanking you for your indulgence, I am

Yours very truly,

JOHN E. MORRIS

President of the Council

These recommendations were ordered accepted and filed as part of the minutes upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed, with Councilman Gardner not voting.

40. Councilman Gardner offered a motion which was seconded by Councilman Hayman and duly passed that the Council adjourn Sine Die at 12:00 P.M.

APPROVED

Date

W. J. Gardner

President of Council

Clerk

MINUTES OF:

MAYOR AND COUNCIL OF SALISBURY, MARYLAND
COUNTY COMMISSIONERS OF WICOMICO COUNTY, MARYLAND
WICOMICO COUNTY CIVILIAN DEFENSE COUNCIL

The Mayor and Council of Salisbury met in special session jointly with the County Commissioners and Wicomico County Civilian Defense Council at the Salisbury Fire Department, Tuesday, May 19 at 11:30 A.M. The following Council members attended: Mayor I. Virgil Hitchens, Councilmen W. T. Gardner, and Clifford H. Duffy. The Commissioners were represented by their President, W. F. Messick, and Commissioner W. Lee Allen. The Defense Council was represented by Mr. Clarke Gardner, Mr. H. L. Loreman, Jr., Mr. John L. Morris, Dr. A. B. Boulden, and Mr. Fred Grier.

1. Mr. Clarke Gardner brought to the attention of the group the need of an additional allotment of money since bills for the new signs and sirens were coming in and the Treasurer did not have sufficient money to meet all of these new charges.
2. Mr. Clarke Gardner cited the need for lights on the phones at the Control Center since they had found that bells on the several phones were confusing and the personnel could not readily distinguish which phone was to be answered. The Commissioners and the Council agreed to give the present setup a trial before and changes were made.
3. The need of money and the need for someone to keep an account of bills payable were again brought up. It was pointed out that there was quite a bit of detail and that someone should be designated to handle these affairs in order that the Council and the Commissioners could be informed in advance when money was to required with the idea in mind of preventing the accumulation of a lot of unpaid bills. Commissioner Allen recommended to the group that someone designated as a Clerk keep a list of all bills payable in order that the Council could make periodic requests for funds monthly. The group agreed that this procedure would be satisfactory.
4. Mr. Fred Grier requested to know what procedure he should follow in requesting new material for the rescue squad. It was pointed out that a list giving the items desired and the probable cost should be sufficient.
5. The matter of purchasing signs for sector warden posts was brought before the group and an estimate was presented for 30 of these signs at \$60.00 by R. B. Sheridan. At the time it was pointed that decals had been ordered for each post in the County. Mr. John L. Morris recommended that the signs to be painted by R. B. Sheridan be decreased in size and the group approved their purchase and referred their purchase to Mr. Morris and his committee.
6. Mr. Clarke Gardner informed the group that certain items the Council needed to purchase required a priority and since the Civilian Defense Council had no priority suggested that they

could be purchased through the City priority if the Commissioners and Council agreed.

The two groups approved the procedure and authorized the City Treasurer to open a new account when necessary to provide for the payment of such purchases.

7. The resignation of Mr. Howard A. Solomon was presented to the Council with the advice that he could not serve due to his scout work. The group accepted the resignation and drafted Dr. Justin C. Wood to fill the position vacated.
8. The resignation of Mr. Lee Englar was likewise received with the explanation that the increase in volume of his regular work made it impossible for him to serve as Personnel Director. The joint bodies accepted the resignation and appointed Alton E. Hughes as Personnel Director.
9. Dr. A. B. Boulden requested a grant in the amount of \$150 to supplement his collection of \$400 to purchase new tools and equipment for their sector. The joint bodies requested that he hold his request for another week until others could be in and they could see the total amount required.
10. Mr. F. A. Grier brought to the attention of the two bodies the matter of equipment for 15 men of the rescue squad, such as unionalls, boots, helmets, gloves, acetylene torches, etc.

He also presented a request from the County departments which cover such items as hose, boots, rope, etc.

He further presented a letter from the Pittsville Fire Company giving them a description of the work they were doing now toward Civilian Defense.

The group requested that this matter be held over until the next meeting, at which time they hoped to have in all the requests for national defense needs which could be considered as a whole instead of individually.

11. After the Civilian Defense meeting had been concluded, City Engineer Clarke Gardner presented the County Commissioners and the Council each with a letter in connection with the engineering phase of the Salisbury airport which was accepted by the Commissioners and the Mayor and Council and which the Mayor and Council ordered recorded with their minutes. The City Engineer then gave the group some information on the engineering work which included information on drainage work which was contemplated, such as ditching.

The meeting adjourned at 1:30 P.M.

Date

5/22/42

W. H. Indley
Clerk of Salisbury



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

May 20, 1942

✓
The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

and

County Commissioners of Wicomico County
Court House
Salisbury, Maryland

Gentlemen:

In connection with engineering phases of the Salisbury Airport, I wish to submit the following report:

According to estimates prepared by the Engineering Staff of the Mayor and Council, the cost of the Salisbury Airport will be in the neighborhood of \$850,000, which sum has been allocated by the Federal Government through the Work Projects Administration and the Civil Aeronautics Administration. This cost includes the construction of two paved runways, complete with drainage and lighting facilities.

If the City and County governing bodies had employed the services of an engineering firm, the engineering charges would have been about four per cent (4%) of the construction costs, or approximately \$34,000.00.

To date, the total outlay of funds for preliminary surveys, preparation of plans and specifications, and field engineering, has been about Four Thousand Dollars (\$4,000.00). Inasmuch as the engineering work on the Salisbury Airport is about fifty per cent complete, this means that the total engineering cost will be approximately Eight Thousand Dollars (\$8,000.00). The Taxpayers of Salisbury and Wicomico County will actually save approximately \$26,000.00 by having the Engineering Force of the Mayor and Council of Salisbury to do the Engineering work.

The people of Salisbury may be assured that the work is being handled in a competent manner since every member of the City's Engineering Staff is registered and qualified under the Laws of Maryland for his particular branch of engineering. In fact, a

The Mayor and Council of Salisbury - and -
County Commissioners of Wicomico County

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representative of the Civil Aeronautics Administration has offered positions to two members of our staff at a salary substantially higher than what they are now receiving.

Before proceeding with the design of any phase of the airport layout, several test borings were made in order to determine the average ground water level. For example, on October 28, 1941, seven test borings indicated that the ground water varied from 10-feet to 12-feet below existing surfaces. Again, on April 21, 1942, four additional tests using hand pumps were made which verified the previous findings.

I would like to point out that engineering terminology differentiates between ground water and surface water. For instance, prior to the last test borings a rainfall of three and one-half inches occurred in a two-day period. The characteristics of the soil at this location are such that this water would lay near the surface until it percolated through the earth to its natural ground water level. A series of temporary ditches would relieve this condition pending final grading operations and the installation of a complete pipe drainage system as specified on the plans.

In conclusion, we wish to point out that the City Engineering Staff has nothing whatsoever to do with the rate of construction of the airport since the construction phase of the work is completely under the jurisdiction of the Work Projects Administration.

Respectfully submitted,



City Engineer

CG vg

CITY HALL - SALISBURY, MARYLAND - MAY 25, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night, May 25, 1942, with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. The minutes of May 18 were read and after amending Resolution 4 were approved by a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
2. Mr. S. Franklin Woodcock came before the Mayor and Council in regard to an agreement between the City and him in which he informed the Council he had agreed to give dirt from his property at the end of Fitzwater Street for a fill across the Lake property on Fitzwater Street. The City Engineer cited the minutes of January 12, 1941 which read in part that the City agreed to give him in exchange for this fill the equivalent of \$200 in clay gravel.

After some discussion Mr. Woodcock suggested that if the City would clear the new streets in his new development which he had recently sold to Larmer Corporation at the west end of Fitzwater Street he would be agreeable, and he thought they would, to consider that as payment. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed accepting the proposal providing the street grading would not exceed more than four days which did not have to be consecutive days.

3. Mr. Hershel Smith came again before the Mayor and Council to ask that the rezoning of Naylor Street be begun changing the area west of Naylor Street north of the B & E. tracks and south of Brown Street from industrial to residential.

After the Council was informed that both sides of Naylor Street was industrial, it was recommended to the Council that the rezoning also include the east side; whereupon Councilman Howie offered a motion which was seconded by Councilman Hayman that the City Solicitor be authorized to draw an ordinance for the rezoning of Baker Street for a uniform depth of one hundred feet (100') on the west side of Naylor Street and to follow the present depth of the lots on the east side of the street in the area requested.

4. Mr. John Sullivan and Mr. William Tilghman, residents of Center Street, came before the Mayor and Council to ask for the guttering of the 200 block from Mitchell to Newton Street. They advised the Council that approximately two-thirds of the frontage was now covered by sidewalk.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the City Engineer to investigate the request and report back to the Council at the next meeting.

May 25, 1942

5. The weekly police report was presented, ordered accepted and filed.
6. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the City Solicitor to draw a new ordinance regulating fortune tellers, palmists, etc. and to provide a minimum license fee of \$300.
7. The Building Inspector presented a comparison of new assessments for the period January 1, 1941 to January 1, 1942. It was ordered accepted and filed.
8. The Building Inspector reported that the sidewalk in front of the tower at West Main Street bridge was in a dangerous condition. The President of Council suggested that the Building Inspector see Mr. Morrison of the State Roads Commission and inform him in the matter.
9. Mr. James A. White reported on numerous calls complaining about the placing of lawn sprinklers which sprayed the sidewalk as well as the lawn and prevented pedestrian traffic.

The Council instructed the City Solicitor to authorize a small add placed in the local paper asking the citizens to cooperate in an effort to stop this condition.

10. The City Solicitor presented Ordinance No. 481, an ordinance entitled "Twenty-seventh Amendment to Zoning Ordinance No. 292", to supplement and amend but in no manner otherwise to change said Zoning Ordinance No. 292, by providing a change in the use and height district regulations of a certain area of land northerly of Baltimore Avenue, and westerly of the proposed Salisbury By-Pass, etc.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving it for its first reading and ordering it posted and advertised.

11. Ordinance No. 480, an ordinance to require certain property owners to grade, pave and repair or relay sidewalks on the south west side of West Philadelphia Avenue, etc. was presented for its final reading.

Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed, authorizing the final approval of the ordinance.

12. The City Engineer reported he had received a letter from J. R. Hitchens as well as the U. S. Department of the Interior which advised him that it would be possible to get asphalt R. C. 2 for patching purposes upon the prior approval of the Chief Engineer of the State Roads Commission.

The Council authorized the City Engineer to present the proposed cost of the new proposed street program at the next meeting.

13. The City Engineer informed the Council he had received a letter from the War Production Board relative to the installation of public utilities. The letter informed him that the maximum length of new water services allowed for dwellings would be 60 feet; the service pipe would be $\frac{1}{2}$ inch.
14. The City Engineer informed the Council that the letter he had received from the War Production Board which informed him that he could receive a priority rating for the broom for the sweeper.
15. The City Engineer advised the Council that he had received a communication from the Public Reserve Board of the Federal Works Administration asking that he submit the group of individual project prospectus had been passed some time ago.

The Mayor and Council upon a motion offered by Councilman Hayman, seconded by Councilman Howie and passed authorized the City Engineer to sign each prospectus and return it to the FWA..

16. The City Engineer presented a request from the Elks for the use of the City's benches, May 30.

The Council approved the request.

17. The City Engineer presented bids on new tires from Goodyear in the amount of \$32.79 each; tubes, \$4.03. Goodrich - tires, \$32.79 each; tubes, \$4.03.

Since the bids were identical, the bidders agreed to draw lots for the award. The Council approved the award and it was subsequently made to Goodrich.

18. Council President recommended that all City employees be warned that tires and repair parts were becoming very difficult to procure and that they would soon be entirely unavailable and that each driver should be careful of his tires and truck.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the department heads to notify the operators of such equipment in their department.

19. The City Engineer reported on a call from a Mrs. Jones who resides on Weldon Street. She requested that the City repair an area about the sidewalk crossing at the B & E railroad on North Division Street. The Council authorized the City Engineer to make the repairs.

20. The City Engineer presented a request from the Veterans of Foreign Wars and American Legion for the City to clean up Potter's Field for the May 30th exercises.

The Council approved.

21. The City Engineer presented an invitation to the Mayor and Council to participate in the parade May 30.

The Clerk was instructed to notify Mr. W. W. Gavin that the Council could go if transportation were provided.

- 22. The City Engineer informed the Council that Phillips Bros. had requested the use of City water in the construction work on the By Pass. The Council instructed the City Engineer to advise them that water could be made available through meter service at the usual rates. ✓

23. Mr. Mervin Ellis presented a request to the City Engineer for the opportunity to purchase a used door now at the City Yard. The Council approved the purchase at \$3.00.

24. The Mayor and Council were invited to attend a demonstration at the City Park given by the Civilian Defense Council at 7:30 Wednesday night. They were advised it would be very interesting.

25. The City Engineer informed the Council that the Davidson Chemical Company had been to Salisbury reviewing sites for a new plant which they proposed locating here. He explained that they would require ten million gallons of water daily and they had three sites in mind. The Vice-President had requested him to ask if they might have a special meeting at some early later date to discuss the matter if it became necessary. The Council informed the City Engineer that he could inform the Davidson representative the meeting could be called.

26. The City Engineer brought up the matter of the signing of priorities. It was explained that the President of Council would not always be available for this purpose, whereupon Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor to sign these priorities.

27. The City Engineer informed the Council that he had covered the new Water Department truck with fire, theft, B. I. and P. D. The Council approved the placing of the insurance.

28. The City Engineer brought to the attention of the Council the necessity of securing a priority to purchase the control equipment for the air-raid sirens since the City already had a priority and the Civilian Defense Council did not.

The City Engineer presented a request from the warden's post of Salisbury District to purchase some small items for them through the City's accounts and on their priority.

The Council approved and authorized a new account be opened for this purpose. The City Engineer presented a check in the amount of \$35.28 forwarded by the post for deposit in this amount.

29. The City Engineer reported on a conversation with Congressman Ward relative to a new priority rating on the airport work. He advised the City Engineer that he would be glad to do whatever he could toward that end.

The City Engineer also advised the Council that some localities had requested the War Department to take their airport over and that this could be done and that this might be done with the Salisbury-Wicomico County Airport if the joint bodies felt it advisable.

The Council advised the City Engineer to bring back the proposal at the next meeting.

30. The City Engineer brought up the matter of paying those people employed sometime ago at the City Park who were not paid, namely: Charles Kelly, Edward Mitchell, and Bill Maddox.

Councilman Duffy offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Treasurer to pay these employees.

31. The City Engineer recommended that Mac Smith be changed from the Water Department to the Street force since the Water Department no longer needed his services. The Council approved.
32. The City Clerk at the request of Mr. William Travers presented a plat for the Roberts' property recently acquired from the Salisbury Corporation and asked that it be approved in order that it could be recorded.

The Council recommended that the matter of widening Wicomico Street be taken up first with Mr. Roberts in order that it might be recorded as satisfactory on the plat before formal recording.

33. The dog catcher's weekly report was presented, ordered accepted and filed.
34. The Council received a letter from Mr. Ernest T. Lucas informing them that they were debtor to him to the amount of \$11.67 for 65 square feet of concrete pavement laid on Short Street at 18¢ per square foot which they had not yet sent him a check for.

Minutes of the Mayor and Council

Page #6

May 25, 1942

The Council authorized the matter be referred to the City Engineer for investigation and report.

35. The City Treasurer presented a copy of a letter and statement to the County Commissioners in reference to airport expenditures.

36. The Council received a letter from Miss Amy Jester informing them that she had accepted another job and requested a year's leave of absence without pay.

Councilman Russell offered a motion, seconded by Councilman Hayman and duly passed granting her leave of absence without pay and authorizing the Clerk to write her to that affect.

37. A copy of an order and bills from J. I. Holcomb were presented with the request that a priority statement be signed.

The Council authorized its signing.

38. The Mayor brought to the attention of the Council a recent request from Mrs. Taylor that Washington Street be widened as planned or she intended to close that part of the street in which she had title.

The City Solicitor reported that all the owners on the street but two had agreed to the widening, one of which was in Cambridge.

The City Solicitor was authorized and instructed to contact this person and endeavor to secure his agreement to the widening.

39. The Mayor presented a recent letter from the Maryland League of Municipalities which was read to the Council.

It was ordered held for future reading.

40. The Mayor presented a letter from the Russian War Relief, Inc. in which they requested the proclamation be issued stating that June 22 had been proclaimed as Aid to Russia Day.

Councilman Hayman offered the motion which was seconded by Councilman Howie and duly passed authorizing the Mayor to issue such a proclamation.

41. A letter from Mr. W. C. Carey was received advising the Council that allowing two-way traffic on Church Street had been a help to his business.

42. The Mayor presented the following and asked the Council's approval:

Mr. President and Members of the City Council:

Pursuant to the provisions of Article 23 of the Code of Public Local Laws of Maryland, it is my privilege at this time to make certain appointments.

I have taken into consideration the duties and responsibilities of each position and offer the following persons, whom I believe are qualified for their respective offices:

City Solicitor	Charles J. Potts
Health Officer	Dr. Seth H. Hurdle
Chief of Fire Dept.	Walter B. Disharoon
Park Commission:	
Chairman	Fred A. Grier
Member	Mrs. Fred P. Adkins
Member	Robert Morris
Member	Walter S. Sheppard
Member	G. William Phillips
Traffic Commission:	
Chairman	C. L. Dickinson
Member	Tracy Holland
Member	Donald Baysinger

Ordinance No. 467, adopting a merit system for Municipal Officials and employees of the City of Salisbury, was approved December 1, 1941 pursuant to the provisions of Chapter 127, Laws of Maryland, 1941. This ordinance provides that the Building Inspector, City Engineer, Fire Department Custodians, Chief of Police, Members of the Police Force, Superintendent of Water Department, Plumbing Inspector and all other city employees who are qualified as persons holding positions in the classified system, shall retain their respective positions.

(Signed) I. Virgil Hitchens
Mayor

May 25, 1942

43. In order that the Council could make a study of anticipated expenditures by the Mayor and Council between now and Oct. 1 the Treasurer was instructed to prepare a detailed statement of the General Fund for their use prior to Friday June 5.
44. The matter of appointing a harbor master was brought up by the Mayor. He advised the Council that the Commissioners had suggested that the salary as far as they were concerned might be decreased.

The Council agreed to hold the matter pending the discussion of the new financial statement.

45. The Mayor informed the Council that he had recently discussed with and talked to Mr. Elmer C. Williams about West Church Street. The Mayor informed the Council that the Police Department had been instructed to warn offenders on that street and to withhold actual tagging for a short period.
46. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to accept the recent 1940-1941 audit prepared by F. W. Lafrentz Company.
47. A certificate of audit from the Fireman's Fund Indemnity Company came to the attention of the Mayor and Council in which they requested information to the effect that the books and accounts of Wade H. Insley, Jr., Clerk-Treasurer and Collector were examined up to the close of business of Sept. 30, 1941 and were found to be correct in every respect with all funds properly accounted for.

The matter was ordered referred to the City Solicitor for handling.

48. Vouchers No. 18005 to 18041/^{inclusive}were read ordered approved and signed.
49. Parking ticket No. 12187 was presented to the Council and asked to be excused. Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly approved to excuse the ticket since it was received while doing national defense work.
50. Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed authorizing the Treasurer to prepare a voucher to John W. Downing, Treasurer of the Civilian Defense Council for Civilian Defense purposes; at the same time authorizing the President and Treasurer to sign the said voucher.

At this time the Mayor called for an executive session during which time he informed the Council that he had appointed Virgil D.

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Brown as a park guard to be paid from the Water Department funds and that he had appointed Carl Esham as a motor cycle policeman to take the place recently vacated by Charles R. Parker. Both men are to be paid the regular salary of that position. The Council unanimously approved the appointments.

The meeting adjourned at 11:50.

APPROVED:

June 1, 1942
Date

W. J. Gannon
President of Council

Wade H. Dwyer
Clerk

For initials

May 25, 1942

Miss Elva M. Harrington
Acting Clerk, County Commissioners
Salisbury, Maryland

Dear Miss Harrington:

We are forwarding you herewith a statement of airport expenditures from July 31, 1941 to May 1, 1942. The statement shows a total disbursement of \$4,876.23 by the Mayor & Council.

You will note that I have divided the total disbursement, less expenditures chargeable to the City only, in half leaving the County's one-half share as \$2,307.36 on which I have credited \$1,000 for a check received March 30, leaving a balance due the Mayor & Council for the County's one-half share of \$1,307.36 as of May 1, 1942.

Sincerely yours,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI-nw

Encl.

STATEMENT OF AIRPORT EXPENDITURES
July 31, 1941 to May 1, 1942

Total of Statement submitted Feb. 1 \$2,318.68

Feb. 2	17,381	Mayor & Council Pay Roll	\$ 55.00	
Feb. 2	17,400	Clarke Gardner (trip to Baltimore)	22.10	
Feb. 9	17,418	L. W. Gunby Co. (file)	.40	
Feb. 9	17,442	Mayor & Council Pay Roll	136.45	
Feb. 16	17,453	Salis. Vic. Co. Airport Fund	9.00*	
Feb. 16	17,455	Salis. Vic. Co. Airport Fund	2.50*	
Feb. 16	17,457	Wm. F. Waller (drafting work)	80.00	
Feb. 16	17,456	Gardiner S. Somerville " "	72.50	
Feb. 16	17,458	C. Albert Skirven " "	77.50	
Feb. 16	17,469	Renninger & Graves (lamp globes)	38.58	
Feb. 16	17,482	Carroll L. Brewington, Jr. (drafting)	71.00	
Feb. 16	17,485	R. B. Sheridan (8 airport signs)	40.00	
Feb. 16	17,495	Mayor & Council Pay Roll	152.00	
Feb. 16	17,499	Petty Cash (registered letters)	1.75	
Feb. 23	17,529	Mayor & Council Pay Roll	<u>169.33</u>	928.11
Mar. 2	17,536	Charles J. Potts (preparing deeds)	250.00*	
Mar. 2	17,538	E. S. Adkins Co. (roofing & nails)	5.70	
Mar. 2	17,542	L. W. Gunby Co. (axe handle)	.75	
Mar. 2	17, 573	Mayor & Council Pay Roll	169.33	
Mar. 9	17,604	Eugene M. Messick (signs & labels)	8.90	
Mar. 9	17,608	Renninger & Graves (paper)	7.68	
Mar. 9	17,636	Mayor & Council Pay Roll	152.00	
Mar. 16	17,660	E. S. Adkins & Co. (616 stakes)	18.48	
Mar. 16	17,671	Mayor & Council Pay Roll	<u>124.92</u>	
Mar. 16	17,642	White & Leonard (diary)	1.35	
Mar. 23	17,706	Mayor & Council Pay Roll	152.00	
Mar. 30	17,738	Mayor & Council Pay Roll	<u>130.33</u>	1,021.44
Balance carried forward				\$4,268.23

Brought forward			\$152.00	
Apr. 6	17,769	Mayor & Council Pay Roll	152.00	
Apr. 13	17,792	Mayor & Council Pay Roll	152.00	
Apr. 20	17,839	Mayor & Council Pay Roll	152.00	
Apr. 27	17,871	Mayor & Council Pay Roll	152.00	
Total Expenditures				<u>\$4,268.23</u>

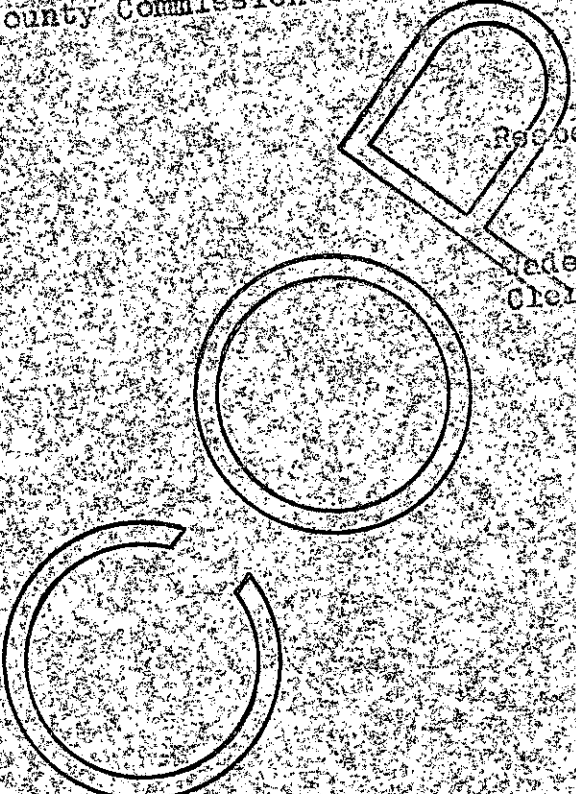
Less Expenditures chargeable to City only 261.50
\$4,614.73

County's one-half share \$2,307.36
 Less credit by check, Mar. 30 1,000.00
 Balance due Mayor & Council by
 County Commissioners to May 1, 1942 \$1,307.36

Respectively submitted

May 25, 1942

Wade H. Insley, Jr.
 Clerk-Treasurer





MARYLAND

PROCLAMATION

WHEREAS, Saturday, May 30, will be universally observed by this nation as Memorial Day in honor of our war dead, and

WHEREAS, the men of our nation have again been called to battle aggressors who threaten our freedom and the survival of our Democratic way of living, and

WHEREAS, the observance of Memorial Day this year will honor these men, the dead of this new war, as well as those of past wars of the United States of America, therefore,

BE IT RESOLVED, that I, I. Virgil Hitchens, by virtue of the power and authority vested in me as Mayor of Salisbury, Maryland, do hereby proclaim Saturday, May 30, 1942, as a holiday in Salisbury, and ask that this day be set aside as one for reverent homage to those who have given their lives so that our nation shall live, and

BE IT FURTHER RESOLVED, that stores and business establishments shall observe this day as a holiday, remaining open on Friday night for the convenience of business and closing on Saturday, and that copies of this proclamation be spread upon the minutes of the Mayor and Council of Salisbury and furnished

to the press.

P. Virgil Fitch
Mayor of Salisbury

W. H. Indley Jr.
Clerk of the City of Salisbury

Mr. President and Members of the City Council:

Pursuant to the provisions of Article 23 of the Code of Public Local Laws of Maryland, it is my privilege at this time to make certain appointments.

I have taken into consideration the duties and responsibilities of each position and offer the following persons, whom I believe are qualified for their respective offices:

City Solicitor

Charles J. Potts

Health Officer

Dr. Seth H. Hurdle

Chief of Fire Dept.

Walter B. Disharoon

Park Commission:
Chairman

Fred A. Grier

Member

Mrs. Fred P. Perkins

Member

Robert Morris

Member

Walter S. Shephard

Member

G. William Phillips

Traffic Commission:
Chairman

E. L. Dickenson

Member

Tracy Holland

Member

Donald Baysinger

Ordinance No. 467, adopting a merit system for

Municipal Officials and employees of the City of

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ordinance provides that the Building Inspector, City

Engineer, Fire Department Custodians, Chief of Police,

Members of the Police Force, Superintendent of Water

Department, Plumbing Inspector, and all other city employees

who are qualified as persons holding positions in the

classified system, shall retain their respective positions.

J. Virgil Fitchum
Mayor

May 25, 1942

CITY HALL - SALISBURY, MARYLAND - JUNE 1, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, June 1, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Clifford H. Duffy, and Claude E. Russell.

1. The minutes of May 25 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
2. Mr. John Sullivan and Mr. William Tyndall came before the Mayor and Council to see what action could be taken on their curb and gutter request for Center Street.

The City Engineer explained it would take approximately 482 feet of curb and gutter and 317 feet of gutter costing approximately \$320.00 for the City's share.

The Council advised the two gentlemen that they would take the matter up Friday night when reviewing their budget and make every effort to place it if funds were available. In the event that it could not be done at this time they would be glad to consider it October 1.

3. The Chief of Police, Mr. Chatham, presented his weekly gasoline report and his weekly daily report which were both ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

The Chief explained that he was receiving requests for the use of policemen to police private buildings on Lake Street and asked the Council if he should continue the practice. The Council asked the City Solicitor for his opinion in the matter and he informed them he would look into it and reply at the next meeting.

4. Mr. Charles Fields and Mr. Lee Jones came before the Mayor and Council to present a petition and to request that Royal Street be guttered. The City Engineer explained it would require approximately 720 feet. The Council informed them they would review their budget and place the gutter as soon as they could when funds were available.
5. The Building Inspector presented his weekly report which was ordered accepted and filed. He also reported that the State Roads Commission was repairing the sidewalk adjacent to the East Main Street bridge.
6. Mr. James A. White presented a monthly report showing the scope of work covered by the Plumbing Division during the month of May together with a report showing his other activities. They were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
7. The City Solicitor presented Ordinance No. 482, an ordinance repealing Ordinance No. 146 entitled "an ordinance making it unlawful for anyone to engage in fortune telling or revealing

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June 1, 1942

the future fortune or events of anyone's life by any means or device whatsoever within the City of Salisbury without first taking out a license, etc." The Ordinance was passed for its first reading and ordered posted upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.

8. The City Engineer presented a communication from the Manufacturers' Casualty Insurance Company asking that the assured, Mayor and Council, sign a release for all claims and property damage for all costs and repairs.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Clerk to sign the said instrument of the Mayor and Council.

9. The City Engineer presented a communication from the Maryland State Forest Department requesting certain information on woodland owned by the City of Salisbury.
10. The City Engineer reported on an investigation he had made into the matter of sidewalk requested by Ernest T. Lucas and he had found that the walk was placed at Mr. Lucas's expense across Short Street which was public property. The Mayor and Council thereupon ordered a voucher in the amount of \$11.07 be prepared for Mr. Lucas.
11. The City Engineer reported a request from Mr. Vernon Johnson residing on Glen Avenue for the replacement of sidewalk torn up in the regrading of the street. He gave the approximate cost of the job as \$104.00/

The Council ordered the matter held for the Friday night special meeting.

12. The City Engineer presented a report from the Wicomico County Council of Civilian Defense showing approximately \$1,059.05 in bills which they had on hand and explained that they made needed an appropriation in order to pay them.

Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed authorizing the Treasurer to draw a voucher in the amount of \$500.00 to John W. Downing as Treasurer and at the same time authorizing the President to sign the said voucher as soon as prepared.

13. The Council received a request for Miss Nina Harris for permission to place steps on the street right-of-way on Jackson Street. Her request was to the effect that the recent grading of the street had left an embankment which would require her to place steps on the sidewalk area.

The Council instructed the City Engineer to advise Miss Harris it would be best to place the steps on her own property.

14. Purchase Order No. L-16 was presented for a quantity of blue print paper and was approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
15. The City Engineer reported on the asphalt needed for the new street program which would amount to approximately \$3,360 and which would require approximately 28,000 gallons of asphalt at 12¢ per gallon.

Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the City Engineer to make application for approval of the purchase of the asphalt from the Chief Engineer of the State Roads Commission.

16. An application was received from Mr. Wakeman W. Whayland for work with the City Street Department.

After some discussion Councilman Howie made a motion which was seconded by Councilman Duffy and duly passed authorizing the City Engineer to try him for a period at 40¢ per hour for the position of grader operator.

17. The City Engineer reported on a meeting of the Council with Mr. Gordy of the Salisbury National Bank at which time the Council agreed to the replacing of the curb along St. Peters Street prior to the bank's replacement of the sidewalk. The new work was required because the old curb had settled and broken in several places.

The Council again at this time formally approved the replacement upon a motion offered by Councilman Howie, seconded by Councilman Duffy and duly passed and authorized a voucher be drawn in payment.

18. Vouchers No. 18042 to 18065 inclusive were read and approved and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

19. The request of Chief of the Fire Department for a check in the amount of \$3,000.00 for their Convention Fund came to the attention of the Council again. The Treasurer was authorized upon a motion offered by Councilman Hayman, seconded by Councilman Duffy and duly passed, to draw a voucher for presentation at the next meeting for the full amount of the allotment.

20. In behalf of the Defense Transportation Committee a request was presented for use of the Council's Rooms at 3:30 Thursday afternoon. The Council approved.

21. Ordinance No. 483, an ordinance rezoning an area westerly and easterly of Naylor Street was presented for its first reading, ordered accepted and advertised upon a motion duly made, seconded and passed.

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June 1, 1942

The meeting adjourned at 10:10 P.M.

APPROVED

June 8, 1942
Date

W. S. Garrison
President of Council

W. H. Dwyer
Clerk

Minutes of a joint meeting of the County Commissioners of Wicomico County, State of Maryland, a body politic and corporate of the State of Maryland, and The Mayor and Council of Salisbury, a municipal corporation in the State of Maryland, held at the Court House in the City of Salisbury, Wicomico County, Maryland, on June 5, 1942, at 4:30 P.M. There were present William F. Hensick, W. Lee Allen, Henry G. Todd, Jr., Elsie R. Davis and Ralph O. Bulany, being all the members of the County Commissioners of Wicomico County, State of Maryland. There were present Mayor I. Virgil Hitchcock, Councilmen Werner F. Gardner, John G. Hoxie, Albin A. Haysan, Claude E. Russell and Clifford M. Puffy, being all the members of The Mayor and Council of Salisbury.

WHEREAS, at a special meeting of The Mayor and Council of Salisbury and the County Commissioners of Wicomico County held in the office of the County Commissioners in the Court House Building, Salisbury, Maryland, on June 23, 1941, a resolution was unanimously adopted by both governing bodies that a site for a municipal airport be purchased and a letter was authorized and written to Mr. Albert H. Wessel, District Airport Engineer, Civil Aeronautics Administration, Harrisburg, Pennsylvania, citing this resolution.

WHEREAS, the options covering the purchase of approximately six hundred fifty (650) acres of land for the proposed airport, located approximately four miles Southeast of Salisbury, were closed on December 18, 1941.

WHEREAS, on October 23 and 29th, 1941, the Sponsors' engineering staff (the Engineering Division of The Mayor and Council

of Salisbury) made a series of test borings in order to determine ground water level, which was found to be approximately twelve (12) feet below existing ground surface.

WHEREAS, on November 6, 1941, copies of a master plan of the Salisbury Airport, prepared by the Sponsors' engineering staff, were submitted to the Office of the C.A.A., Harrisburg, Pennsylvania, and to the office of the W.P.A., Salisbury, Maryland.

WHEREAS, on November 26, 1941, the District Airport Engineer of the C.A.A. at Harrisburg, Pennsylvania, approved the master plan and stated "the layout, as a whole, is very satisfactory".

WHEREAS, on December 12, 1941, a Project Proposal and Application (WPA Form 301) was prepared by the Sponsors' Engineering Staff covering the construction of the aforesaid airport in the total amount of \$246,938.00.

WHEREAS, on December 26, 1941, the Sponsors submitted an affidavit on WPA Form 311, PD-95, ST-1577, in which the Sponsors certified that proper rights had been acquired in the form of fee simple title to meet the particular requirement of the presidential description of the project with respect to the acquisition of property, which was duly approved by Mr. Harry D. William, Administrator of the War Projects Administration.

WHEREAS, on January 9, 1942, Mr. Donald E. Connolly, Administrator of Civil Aeronautics, issued Certificate of Air Navigation Facility Necessity No. 1059, in which the C.A.A. appropriated \$380,000 and the W.P.A., \$439,938 to improve an existing landing area of approximately 416 acres, affording two landing strips SW-SB and NE-SW, each approximately 5,000 feet

by 500 feet and construct a runway 150 feet wide on each; install a field drainage system, a water system, and a field lighting system, including contact lights on both runways; erect fence around field; and perform all necessary clearing, grubbing, grading, top-soiling, weeding and bedding incidental and appurtenant thereto.

WHEREAS, on January 21, 1942, the Sponsors executed a resolution constituting an agreement with the United States of America relative to the operation and maintenance of the Salisbury Airport.

WHEREAS, on January 21, 1942, the Sponsors acquired by fee simple title approximately six hundred fifty (650) acres of land, located about four miles Southeast of Salisbury in Eastern Election District of Wicomico County, and all deeds covering the acquisition are recorded in the Land Records in the Office of the Clerk of the Circuit Court for Wicomico County, Maryland, in Liber F.B.D. No. 240, Folio 134 et seq.

WHEREAS, on February 4, 1942, the Work Projects Administration, acting as a construction agency, began work on the Salisbury Airport.

WHEREAS, on February 21, 1942, the Sponsors' engineering staff submitted plans and specifications covering excavation and grading work, listed as follows:

Forty-two (42) Drawings, numbered 1 through 12, entitled "Salisbury, Maryland, Airport Grading Details and Runways No. 1 and 2, dated February 20, 1942".

Specifications, entitled "Construction Specifications for (1) Clearing and Grubbing, (2) Stripping, (3) Grading, and (4) Preparation of Sub-grade".

WHEREAS, on March 2, 1942, the Civil Aeronautics Administration approved the resolution adopted by the Sponsors on January 21, 1942, which permitted the expenditure of Federal funds for the improvement of the Salisbury Airport--designated as "CAA Docket No. 42-904-18-2".

WHEREAS, on March 5, 1942, in the interest of expediting construction work on the airport, the Sponsors requested WPA authorities to increase the work-day from 8-hours to at least 11 or 12-hours in order to accomplish a minimum of 72-hours, weekly.

WHEREAS, at a conference held at the office of Mr. Harry D. Villier, WPA Administrator, in Baltimore, on March 20, the Sponsors were advised that WPA regulations prohibited persons working in excess of 48-hours per week; and, further, that all persons employed by the WPA must come from the relief rolls, with the exception of approximately five per cent, which could be non-certified.

WHEREAS, on April 27, 1942, Robert H. Bates, Captain, Corps of Engineers from Air Base Headquarters, Langley Field, Virginia, requested complete sets of engineering plans for use in determining the military potentialities of the airport.

WHEREAS, on May 2, 1942, the Sponsors' engineering staff forwarded plans to the Air Base at Langley Field and again on May 21, 1942, copies of plans were forwarded to H. G. Person, Captain, U.S., First Air Force, Eastern Defense Command, at Mitchell Field, New York.

WHEREAS, on May 8, 1942, upon the suggestion of the WPA Airport Superintendent, Salisbury, Maryland, a request was made by the Sponsors' engineering staff to Air Base Headquarters at Langley Field, Virginia, for a statement from the appropriate

military authorities towards securing a priority rating which would assist in obtaining equipment and materials for the airport.

WHEREAS, on May 6, 1942, Mr. Harry D. Willier, WPA Administrator for Maryland, requested a Preference Rating of A-1-A from Mr. J. D. Harrison, Director of Industry Operations, War Production Board.

WHEREAS, on May 12, 1942, Wilson A. Reekard, Major General, United States Army, stated in a communication to Mr. Harry D. Willier, Maryland WPA Administrator, that "Salisbury is a critical point in the defense plans" and further advised that an A-1-A Preference Rating was preferable due to the fact that the present Preference Rating of A-1 was not in keeping with the importance of the project.

WHEREAS, on May 12, 1942, Colonel H. B. Fisher from the Headquarters of the First Air Force, Eastern Defense Command of Mitchell Field, New York, in a communication addressed to Mr. Harry D. Willier, WPA Administrator for Maryland, stated that "the airports at Beltsville and Salisbury, Maryland, are included on our list of airports required for national defense and that we strongly desire to have all new runway construction work expedited to the maximum amount feasible and completed at the earliest practicable date." And further advised that all appropriations made by C.A.A. and W.P.A. for airports "were made solely on the basis of necessity to construct these airports for national defense purposes."

WHEREAS, on May 24, 1942, H. C. Person, Captain, C.E., First Air Force, Eastern Defense Command, Mitchell Field, New York, advised the Sponsors' engineering staff that Captain Robert H.

Batto, C.E., has inspected the Salisbury Airport site and submitted a report covering the military potentialities.

WHEREAS, on May 29, the WPA Procurement Division, Baltimore, Maryland, received bids for the third time on grading work-- plans for which were submitted by the Sponsors' engineering staff on February 21, 1942. Bids had been previously received on April 2 and 10th, but were rejected by the WPA on both occasions.

WHEREAS, the progress of construction on the Salisbury Airport from February 4, 1942 to June 4, 1942, was kept by the Sponsors' Chief-of-Party and is shown in the following schedule:

2- 4-42: Cleared and grubbed approximately 30 acres. Operation required 106 laborers and 12 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

to
2-14-42

From February 10 to 14th, WPA used one tractor to pull stumps and approximately 2 acres of timber growth was cleared.

Weather: Generally clear and cold.

2-16-42: Cleared and grubbed approximately 35 acres. Operation required 141 laborers and 12 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

to
2-21-42

From February 16 to 21st, WPA used three tractors to pull stumps and approximately 12 acres of timber growth was cleared.

Weather: Clear and cold.

2-22-42: Cleared and grubbed approximately 35 acres. Operation required 142 laborers and 13 administrative assistants (WPA). Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

to
2-28-42

WPA used three tractors, one crane and two trucks to pull stumps and clear same. Approximately 16 acres of timber growth was cleared.

Weather: Clear and cold.

3- 1-42:
to
3- 7-42

Cleared and grubbed approximately 47 acres. Operation required 140 laborers and 14 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used eight tractors, two cranes and four trucks to pull stumps and clear same. Approximately 20 acres of timber growth was cleared.

Weather: Generally fair and cold.

3- 8-42:
to
3-14-42

Cleared and grubbed approximately 30 acres. Operation required 143 laborers and 14 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used 8 tractors, two cranes and four trucks to pull stumps and clear same. Approximately 22 acres of timber growth was cleared.

Weather: Cloudy and cool. Rain on 14th.

3-15-42:
to
3-22-42

Cleared and grubbed approximately 50 acres. Operation required 130 laborers and 14 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used eight tractors, two cranes and five trucks to pull stumps and clear same. Approximately 35 acres of timber growth was cleared.

Weather: Cloudy and cool. Rain on 22th.

3-29-42:
to
4-12-42

Cleared and grubbed approximately 40 acres. Operation required 111 laborers and 13 WPA administrative assistants. Lines and grades were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used eight tractors, two cranes and four trucks to pull stumps and clear same. Approximately 18 acres of timber growth was cleared.

Construction on temporary ditching began on April 1, 1942 and from this date to April 15, 950 lin. ft., averaging 4-ft. in depth, was completed.

Weather: Rain on 29th and 30th. Rainfall over 29th to 30th, inclusive, was 3 and one-half inches. Otherwise, clear and cool.

4-16-42:
to
4- 2-42

Cleared and grubbed approximately 75 acres. Operation required 112 laborers and 13 WPA administrative assistants. Lines were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used eight tractors, two cranes and five trucks to pull stumps and clear same. Approximately 72 acres of timber growth was cleared.

Weather: Generally fair.

Note: 4-21-42 -- Test holes made by Sponsors' engineering staff confirmed ground water level as determined on 10-28 and 10-29.

5- 1-42 -- Test holes made by Sponsors' engineering staff confirmed ground water level as determined on 10-28 and 10-29.

Note: After intense rainfall of three and one-half inches, which occurred on March 26 to 30th, inclusive, surface water penetrated to clay strata which varied from 18-inches to 36-inches below existing ground surface. This water condition was of a temporary nature and was relieved by ditching, as suggested by the Sponsors' engineering staff.

5- 3-42:
to
3-16-42

Cleared and grubbed approximately 41 acres. Operation required 112 laborers and 13 WPA administrative assistants. Lines and grades were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used four tractors, two cranes and four trucks to pull stumps and clear same. Approximately 57 acres of timber growth was cleared.

5,850 lin.ft. of ditching, averaging 4-feet in depth, was completed.

Weather: Generally fair.

IMPORTANT -- Note: On May 16, 1942, Runways No. 1 and 2 were cleared and ready for contract grading operations.

5-17-42:
to
6- 4-42

Cleared and grubbed approximately 40 acres. Operation required 108 laborers and 10 WPA administrative assistants. Lines and grades were furnished by Sponsors' field forces composed of Chief-of-Party and two assistants.

WPA used four tractors, one crane, five trucks and one shovel to pull stumps and clear same. Approximately 57 acres of timber growth was cleared.

600 lin.ft. of ditching, averaging 4-feet in depth, was completed.

Weather: Generally fair.

WHEREAS, in summarizing the progress of work from February 8, 1942 to June 4, 1942, one hundred (100) working days (8-hours per day) were required to clear and grub approximately four hundred thirty one (431) acres of land, averaging one hundred twenty (120) WPA workers and twelve (12) WPA administrative assistants. At different intervals during this period, approximately three hundred eleven (311) acres of timber growth was cleared, by equipment and machinery rented by the WPA. On three occasions, machinery excavated approximately seventy-four hundred (7400) linear feet of ditching.

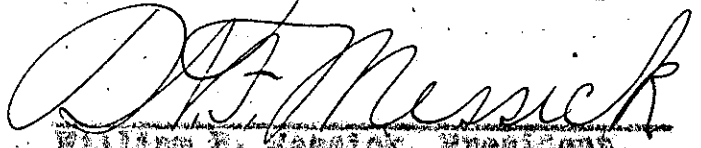
WHEREAS, a review of the facts provided in this resolution indicate that the airport project has been unnecessarily delayed by:

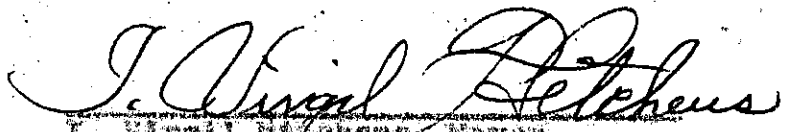
- (a) failure to promptly award grading contract;
- (b) failure to utilize all possible daylight hours in the construction of the project;
- (c) failure to revise regulations in order to eliminate the restrictions requiring "relief labor";
- (d) failure to supply adequate equipment in sufficient quantity;
- (e) failure to secure appropriate priority rating;
- (f) failure to coordinate construction activities in order to expedite work.

NOW, THEREFORE, BE IT RESOLVED by The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, State of Maryland, that Clarke Gardner, City Engineer, be and he is hereby authorized to place these facts before the War Department and request that the airport construction be assumed by the Civil Aeronautics Administration, the United States Army, or the United States Navy, in order to secure the immediate completion of the Salisbury Airport in the interest of national defense.

AND BE IT FURTHER RESOLVED that a copy of this resolution be presented to the War Department.

WITNESS the Corporate Seal of the County Commissioners of Wicomico County, State of Maryland, a body politic and corporate, and the signature of William F. Messick, President thereof, attested by Elva M. Harrington, its Clerk; and, the corporate seal of The Mayor and Council of Salisbury, a municipal corporation in the State of Maryland, and the signature of I. Virgil Hitchens, Mayor thereof, attested by Wade H. Insley, Sr., Clerk of Salisbury, this 5TH day of June, Nineteen Hundred and Forty-two.


William F. Messick, President
County Commissioners of
Wicomico County


I. Virgil Hitchens, Mayor
The Mayor & Council of Salisbury

GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
October 1, 1941 to May 31, 1942 incl.

INCOME

Taxes

	<u>May</u>	<u>To date</u>	<u>Total</u>
1942	\$ 9,738.82	\$10,323.69	
1941	1,653.59	68,149.34	
1940	845.25	16,754.09	
1939	1,612.78	10,554.52	
1938	453.23	4,320.47	
1937	187.61	2,410.79	
1936	143.13	893.79	
1935	29.71	229.26	
1934		40.96	
1933		1.96	
1932		.26	
Interest	557.09	4,770.39	
Total	\$15,221.21	\$118,449.39	
Less Sinking Fund portion	5,327.38	41,458.62	
	\$ 9,893.83		\$76,990.90

Other Income

Street Repair Assessments		\$ 82.67	
Miscellaneous Income	\$ 152.79	4,286.61	
Licenses	63.00	1,029.51	
Building Permits	54.25	980.00	
Over & Short		- 2.07	
Franchise Tax	238.75	2,296.25	
Board of Education	55.55	500.00	
Bank Stock Tax		2,711.03	

INCOME

Income Tax		494.37	
Filine Fees		125.00	
Notes Payable	10,000.00	30,741.18	

1942 \$10,564.34 \$42,244.55 42,244.55

1941 1,653.59 68,149.34

1940 845.25 16,754.09

Recovered Expenditures \$ 1,500.00 \$-1,500.00

Loans to P. M. & T. Fund 453.23 2,867.02

Loans from Capital Funds 187.61 2,151.81

Loans from Water Dept. 143.13 1,045.00

Airport Acct. (Co. Com.)

Total \$ 500.00 \$ 5,563.83 5,563.83

1934 40.96

1933 1.96 \$124,799.28

1932 .26

1941 Advance Tax Collections held in 557.09 4,770.39

Special account for Oct. 1, 1942 221.21 \$118,449.39

Less Sinking Fund portion 5,327.38 41,458.62

Total Receipts for this period \$ 9,893.83 \$176,668.50

Other Balance in bank and on hand Oct. 1, 1942 76,234.50

Street Repair Assessments \$ 82.67 \$252,903.00

Miscellaneous Income \$ 152.79 4,286.61

Licenses 63.00 1,029.51

Building Permits 54.25 980.00

Over & Short -1- 54.25 2.07

Franchise Tax 238.75 2,296.25

Board of Education 55.55 500.00

Bank Stock Tax 2,711.03

DISBURSEMENTS

	This Month	To Date	Total
Budget Expenditures			
General Government	\$1,497.35	\$ 8,008.88	
Department of Public Safety	4,542.41	32,578.69	
Department of Health	25.00	200.00	
Department of Public Works	3,793.62	34,326.66	
Public Properties	285.10	3,395.27	
Public Improvements	1,534.80	24,984.46	
Capital Equipment		600.00	
Mis'c - (Dog Catching Exp.)	225.13	1,281.50	
Total	<u>\$11,903.41</u>	<u>\$105,373.46</u>	<u>\$105,373.46</u>
Other Expenditures			
Water & Sewer Connections	\$	\$ 3,040.14	\$
By Pass Highway Utility Acct.	1,001.92	15,077.76	
Misc. Expenditures & Refunds	126.65	715.45	
Loans from Water Department		4,678.97	
Notes Payable (Banks)		35,000.00	
Total	<u>\$ 1,128.57</u>	<u>\$ 58,512.32</u>	<u>\$ 58,512.32</u>
TOTAL CURRENT DISBURSEMENTS	\$13,031.98	\$163,885.78	\$163,885.78
To General Fund, 1941 Advance Tax Collections held in special Acct.		\$ 51,809.22	\$
To Sinking Fund, 1941 Advance Tax Collections held in Specila Acct.		<u>\$ 27,929.58</u>	<u>\$ 79,798.80</u>
TOTAL DISBURSEMENTS	\$13,031.98	\$	\$243,684.58
Cash on Hand		\$ 125.00	
Cash in Bank (General) May 31, 1942		2,385.35	
Cash in Bank (General #2) May 31, 1942		<u>6,708.07</u>	<u>\$ 9,218.42</u>
TOTAL			<u>\$252,903.00</u>

Respectfully submitted,

May 3, 1942

Wade H. Insley, Jr.
Treasurer

GENERAL FUND
STATEMENT OF BUDGET EXPENDITURES
OCTOBER 1, 1941 TO MAY 31, 1942

ACCT. NO. 1 - GENERAL GOVERNMENT

	1941-1942 Budget	Month of May	To Date
<u>Acct. No. 10 - Legislative Branch:</u>			
110.1 Salaries - Mayor and Council	\$ 2,100.00	\$175.00	\$1,400.00
110.2 Expenses - Mayor and Council	300.00		53.04
110.3 Elections & Registrations	800.00	661.10	873.55
	<u>\$ 3,200.00</u>	<u>\$836.10</u>	<u>\$2,326.59</u>

Acct. No. 11 - Department of Finance:

111.1 Salary - Clerk - Treasurer	\$ 2,400.00	\$200.00	\$1,600.00
111.2 Salaries - Clerks	2,300.00	160.00	1,430.66
111.3 Stationery & Printing	600.00	115.19	489.37
111.4 Advertising & Printing	500.00	23.53	353.60
111.5 Bond - City Treas. Office	812.50		45.00
111.6 Telephone Clerk's Office	75.00	6.25	51.11
111.7 Auditing	1,500.00		
111.8 Assessments	200.00	68.51	187.23
111.9 Compensation	100.00		9.56
	<u>\$ 8,487.50</u>	<u>\$573.48</u>	<u>\$4,166.53</u>

Acct. No. 12 - Legal Department

112.1 Salary - City Solicitor	\$ 400.00	\$ 33.33	\$ 266.64
112.2 Legal Expenses	1,000.00	18.55	191.35
	<u>\$ 1,400.00</u>	<u>\$ 51.88</u>	<u>\$ 457.99</u>

Acct. No. 13 - Miscellaneous Expenses

113.1 Interest on Temporary Loans	\$ 1,000.00		\$ 405.66
113.2 Membership - Chamber of Commerce	25.00		35.00
113.3 Donation - Public Library	160.00		160.00
113.4 Donation - Salvation Army	150.00	12.50	100.00
113.5 Donation - Boy's Band	200.00		200.00
113.6 Civil Service Commission	300.00	23.39	157.21
	<u>\$ 1,835.00</u>	<u>\$ 35.89</u>	<u>\$1,057.77</u>

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1 Custodian	\$ 6,370.00	\$501.79	\$4,308.89
214.2 Convention Fund	3,000.00		
214.3 Accident Insurance	685.00		300.00
214.4 Fire Insurance on Bldg.	51.25		75.00
214.5 Fuel & Coal	700.00	78.67	634.47
214.6 Cleaning Bedrooms	100.00	12.00	96.00
214.8 Laundry	250.00	15.50	136.75
214.9 Gas-Hot Water Heater	75.00	15.94	122.02
214.10 Oil & Gasoline Fire Trucks	500.00		255.63
214.11 Repairs to Building	200.00		173.36
214.12 Repairs to Equipment	746.00	78.85	287.64
214.13 Supplies	400.00	131.33	668.96
214.14 Telephone	175.00	14.65	123.42
214.15 Fire Prevention & School	125.00		134.50
214.16 Salary - Chief	200.00		150.00
	<u>\$13,577.63</u>	<u>\$848.73</u>	<u>\$7,466.64</u>

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,080.00	\$ 160.00	\$ 1,371.43
215.2	Salaries - Regular Police	8,970.00	676.00	5,786.14
215.3	Salaries - Extra Police	6,838.00	718.00	4,691.89
215.4	Uniforms & Equipment	730.00	574.25	657.27
215.5	Auto & Motorcycle Exp.	1,181.00	114.60	689.09
215.6	PD & FL Ins. on Police Cars	105.50		1.48
215.7	Telephone & Telegraph Exp.	75.00	4.65	42.04
215.8	Stationery & Printing Etc.	350.00	1.65	142.54
		<u>\$20,329.50</u>	<u>\$2,249.15</u>	<u>\$13,381.88</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00	\$1,251.12	\$ 9,986.40
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00	\$ 160.00	\$ 1,373.34
217.2	Office Expense	75.00	3.85	112.94
217.3	Automobile Expenses	90.00	9.56	40.41
217.4	Clerical Help	429.00	20.00	215.08
		<u>\$ 2,674.00</u>	<u>\$ 193.41</u>	<u>\$ 1,741.77</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTH

Acct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00	\$ 25.00	\$ 200.00
318.2	Removal of Weeds	200.00		
318.3	Oiling Lakes & Ponds	100.00		
		<u>\$ 600.00</u>	<u>\$ 25.00</u>	<u>\$ 200.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

Acct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00	\$ 175.00	\$ 1,400.00
419.2	Salaries- Engineering Pers.	3,345.16	271.41	1,585.74
419.3	Salary - Stenographer	650.00	50.00	428.69
419.5	Automobile Expenses	225.00	23.90	136.75
419.6	Telephone & Telegraph Exp.	125.00		103.36
419.7	Compensation Insurance	75.00		19.51
419.4	Office Expenses	325.00	12.09	388.83
		<u>\$ 6,845.16</u>	<u>\$ 532.40</u>	<u>\$ 4,062.88</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00	\$ 25.00	\$ 200.00
421.2	Miscellaneous Expenses	75.00		.54
		<u>\$ 375.00</u>	<u>\$ 25.00</u>	<u>\$ 200.54</u>

Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$	\$ 285.50
422.2	Labor - Catch Basin Maint.	3,198.00	246.00	2,113.21
422.3	Small Tools & Supplies	150.00	4.14	519.62
422.4	Repairs to St. Clean. Equip.	675.00	176.26	286.86
422.5	Gasoline & Oil	275.00	2.88	34.77
422.6	Liability Insurance	112.85		45.60
422.7	Compensation Insurance	160.00		55.17
		<u>\$ 7,066.85</u>	<u>\$ 429.28</u>	<u>\$ 3,340.73</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor -	\$12,194.00	\$ 635.60	\$ 6,658.61
423.2	Asphalt for Maintenance	3,000.00	949.50	4,811.60
423.3	Stone for Maintenance	3,000.00		3,810.89
423.4	Gasoline, Oil & Kerosene	1,800.00	188.65	1,344.56
423.5	Repairs to Trucks	1,000.00	40.72	873.22
423.6	Repairs to Other Equip.	1,500.00	42.42	835.10
423.7	Small Tools & Supplies	250.00	3.45	22.88
423.8	Brick & Conc. St. Repairs	200.00	17.03	121.58
423.9	Compensation Insurance	275.00		237.74
423.10	Liability Insurance	130.00		35.25
		<u>\$23,349.40</u>	<u>\$1,877.37</u>	<u>\$18,716.18</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$ 520.00	\$ 4,736.39
424.2	Gasoline, Oil & Grease	600.00	88.68	476.49
424.3	Repairs to Trucks	750.00	9.55	1,398.84
424.4	Liability Insurance	118.50		27.10
424.5	Compensation Insurance	377.10		180.88
424.6	Telephone	45.00	4.95	35.25
		<u>\$ 8,866.60</u>	<u>\$ 623.18</u>	<u>\$ 6,854.95</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 297.05	\$ 883.38
425.2	Rental of Trucks	320.00		28.04
425.3	Small Tools & Supplies	350.00	9.34	45.90
425.4	Compensation Insurance	80.00		21.06
425.5	Salary - Park Police	500.00		
		<u>\$ 3,650.00</u>	<u>\$ 306.39</u>	<u>\$ 978.38</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00	\$	\$ 173.00
425.2	Compensation Insurance	20.00		
		<u>\$ 1,020.00</u>	<u>\$</u>	<u>\$ 173.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIESAcct. No. 27 - City Hall Building:

527.1	Salary Custodians	\$ 468.00	\$ 72.00	\$ 563.25
527.2	Fuel	300.00	38.32	339.58
527.3	Supplies	200.00	5.13	559.66
527.4	Repairs to Building	350.00	1.65	328.82
527.5	Fire Insurance	18.13	24.00	78.00
527.6	Compensation Insurance	10.00		5.26
		<u>\$ 1,346.13</u>	<u>\$ 141.10</u>	<u>\$ 1,874.57</u>

Acct. No. 28 - City Yards - Mill & Willow Street

528.1	Salaries to Custodians	\$ 1,872.00	\$ 144.00	\$ 1,241.67
528.2	Repairs to Building	500.00		196.57
528.3	Printing Inventory Forms	25.00		23.10
528.4	Compensation Insurance	73.00		59.36
		<u>\$ 2,470.00</u>	<u>\$ 144.00</u>	<u>\$ 1,520.70</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:

Acct. No. 30 - General Public Improvement

630.1	Land for Colored Playground	\$ 1,430.00	\$	\$1,430.00
630.2	Curb & Gutter Construction	4,576.00	869.20	7,199.61
630.3	City-County Airport	2,500.00	665.60	15,557.77
630.4	Opening & Widening Streets	700.00		577.08
		<u>\$ 9,006.00</u>	<u>\$1,534.80</u>	<u>\$24,764.46</u>

Acct. No. 31 - Participation in WPA Sewing Project

631.1	Rental of Building	\$ 330.00	\$	\$ 220.00
		<u>\$ 330.00</u>		<u>\$ 220.00</u>

ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment

734.1	Police Car	\$ 600.00	\$	\$ 600.00
		<u>\$ 600.00</u>		<u>\$ 600.00</u>

ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous

835.1	Salary - Dog Catcher	\$ 780.00	\$ 60.00	\$ 517.50
	Dog Catcher Expense		165.13	764.00
		<u>\$ 780.00</u>	<u>\$ 225.13</u>	<u>\$ 1,281.50</u>

TOTAL

\$132,808.77\$11,903.41\$105,373.46

WATER AND SEWER CONNECTIONS

3,040.14

BY PASS HIGHWAY UTILITY ACCOUNT

1,001.92

MIS'C EXPENDITURES AND REFUNDS

.126.65 719.45

GRAND TOTAL

\$132,808.77\$13,031.98\$124,210.81

CITY HALL - SALISBURY, MARYLAND - JUNE 5, 1942

The Mayor and Council of Salisbury met in special session at the City Hall, Friday evening at 8:00 P.M. There were present Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy.

1. The City Engineer presented a resolution relative to the airport, copy of which is attached to the minutes of June 5 with the County Commissioners. It was read and discussed and thereafter Councilman Russell offered a motion, which was seconded by Councilman Hayman and unanimously passed to adopt and ratify the resolution previously approved by the County Commissioners at a joint meeting of the County Commissioners and Mayor and Council held at the Commissioner's office in the Court House Friday, June 5 at 4:30 P.M., since the Council was not represented by a quorum at that meeting.
 2. Upon the call of the Mayor the Council then took up a study of the anticipated receipts and disbursement, for the rest of the fiscal year. It was pointed out that the Council would have to keep a close watch on all expenditures, and the Treasurer was instructed that it would be necessary to collect delinquent taxes.
 3. The subject of salaries were discussed and some special cases were pointed out which needed adjustment.
- The Council upon motion by Councilman Russell, seconded by Councilman Hayman, and duly passed authorized Filbert Hitch's salary be increased to \$30.00 weekly effective for the week ending June 6.
4. A report on unpaid Capital loans was presented and discussed, and the following repayments were authorized:

Special Street repay Capital Fund	\$2500
Capital Fund repay Street Improvement	\$2500
Street Improvement repay General Fund	\$2500

The meeting adjourned at 11:10.

APPROVED:

Date

6/16/42

W. T. Gardner
President of Council

Wade A. Duffy
Clerk

for minutes

June 6, 1942

The Honorable George L. Radcliff
United States Senator of Maryland
Washington, D. C.

Dear Sir:

On Wednesday, June 3, I called your Secretary regarding an appointment with the War Department for the purpose of discussing ways and means of expediting construction of the Salisbury Airport. Your Secretary informed me that in order to obtain an appointment with the War Department it would be necessary for the local governing bodies to prepare an appropriate resolution setting forth the facts in the case.

For your information, the Mayor and Council of Salisbury and the County Commissioners of Wicomico County are the sponsors of the Salisbury Airport, rated by the Civil Aeronautics Administration as Class IV, and certified to by the War Department as being essential for national defense.

The construction phase of the Salisbury Airport is under the jurisdiction of the Work Projects Administration and for various reasons the progress of the work has been far from satisfactory, especially in view of the importance of the project. This particular airport is so located that effective protective means can be afforded to Annapolis, Washington, Baltimore, Norfolk, Wilmington, and other industrial centers--provided immediate steps are taken to complete this airport at once.

At a joint meeting of The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, held on June 5, a resolution was approved citing the scope of activities on the Salisbury Airport from its inception to the present time. The governing bodies prefer that the contents of the resolution be kept confidential until the facts can be placed before the War Department.

The City Engineer has been specifically authorized to place these facts before the War Department and request that the airport construction be assumed by the Civil Aeronautics Administration, the United States Army, or the United States

The Honorable George L. Radcliff

Page 2

June 6, 1942

In view of the urgency of the situation, The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, as Sponsors of the Salisbury Airport, will appreciate your arranging an appointment for me with the Secretary of War in order that this resolution and other supporting data may be presented.

A copy of the executed resolution is enclosed for your perusal and as a basis for securing an appointment with the Secretary of War.

Most sincerely yours,

CG vg

City Engineer

cc: County Commissioners of Wicomico County

✓ The Mayor and Council of Salisbury

MINUTES OF THE JOINT MEETING OF THE
MAYOR AND COUNCIL & WICOMICO COUNTY COMMISSIONERS

The Mayor and Council of Salisbury met in special session with the County Commissioners, at the Commissioners' ^{office} in the Court House, Friday, June 5, 1942 at 4:30 P.M. There were present Commissioners W. F. Messick, Lee Allen, and E. R. Ennis, and Councilmen W. T. Gardner and John Howie.

The meeting was called to review and discuss a resolution relative to the airport, a copy of which is attached.

1. After reading the resolution, and discussing it, Commissioner Allen offered a motion which was seconded by Commissioner Ennis and duly passed approving the resolution and authorizing it signed for the Commissioners by the President, W. F. Messick.
2. Since the Mayor and Council did not have a quorum present, they proposed having it read again at the special meeting of the Council called for Friday night, at the City Hall at 8:00 P.M.

There being no further business, the meeting was adjourned.

APPROVED:

6/15/42
Date

W. F. Messick
President of Council

W. T. Gardner
Clerk

CITY HALL - SALISBURY, MARYLAND - JUNE 8, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, June 8, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Clifford H. Duffy and Claude E. Russell.

1. The minutes of June 1, 1942 were read and after amending were approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
2. The Clerk was instructed to write the delegation from Center Street and Royal Street and inform them that the City is unable at the present time to place the curb but would keep the matter before them to do as early as possible.
3. The Police Chief's weekly report was presented, ordered accepted, and filed upon a motion made by Councilman Howie, seconded by Councilman Hayman and duly past.

The Chief reported he had received a request for no parking signs on Market Street in front of Shores Radio Shop. The Council advised the Chief that it would be satisfactory to place the signs temporarily if Shares would furnish the signs.

The Chief brought to the attention of the Council the problem of truck parking during the coming canning season on Lake Street. The Clerk was instructed to ask the Commission to consider the problem at an early date..

4. The Building Inspector reported the iron railing on the concrete wall in the rear of the City Hall had been torn down and suggested that it be replaced and that a creosoted log about 6 x 6 be-laid in front of it as a bumper log. He estimated the cost of the new timber at \$8.67. The Council upon a motion made by Councilman Howie, seconded by Councilman Hayman and duly passed approved and authorized the work done.
5. Mr. James A. White presented a request from Mr. Winter Fields for the City to take some action in correcting the numbering of the houses on Maryland Avenue. He explained there were several houses with the same number in the same block.

The Council authorized Mr. White to see what could be done with the problem.

6. The dog catcher's weekly report showing 36 dogs picked up was presented, ordered accepted and filed.
7. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Treasurer to renew a note dated June 15 at the Farmers and Merchants Bank for five-thousand dollars (\$5,000) at 4% for a period of 120 days, at the same time authorizing the Mayor and Treasurer to sign the said note.

June 8, 1942

8. A report was presented of the receipts and disbursements during the month of May from Mr. John W. Downing, Chairman Finance Committee Civilian Defense Council. It was ordered accepted and filed.
9. A letter was received from the Civil Service Commission stating that it was satisfactory to employ L. Thomas Parker, Jr. for a short period of time for work with the Fire Department.
10. A letter was received from the Baltimore & Ohio Railroad Company asking that the City check its record on a shipment of pipe made from Steele & Co., Uhrichsville, Ohio, Invoice of July 18 to see if the shipment arrived in a satisfactory condition since they had had a claim presented for forty-four pieces of pipe damaged in shipment.

The Clerk was instructed to inform the company that the person who signed for it was now deceased and they would be unable to give them any further information.

11. A letter from Miss Ida Adkins applying for a job with the City was received. It was ordered turned over to the Civil Service Commission.
12. A motion was offered by Councilman Hayman, seconded by Councilman Russell and duly passed authorizing the City Solicitor to amend Ordinance 482, an ordinance on fortune telling to read that each individual telling the fortune or future happenings should each have a license.
13. The City Solicitor informed the Council that he believed the City would not incur any liability for those men sworn in as special officers to work on private property. He did, however, advise that the Police Department recommend to the employer that he cover them with compensation insurance.
14. The City Solicitor informed the Council that Mrs. Maria E. Godfrey had informed him that she was ready to give up possession of her property on the airport site and was now ready for the \$400 due her in accord with their agreement.

The Council instructed the City Solicitor and the City Clerk to proceed to close the contract.

15. A letter from the Board of Investigation and Research, Du Pont Circle, Washington, D. C.; was received and read which requested some information on publicly owned water terminals.

The Clerk was instructed to return the form saying there was no publicly owned water terminals in Salisbury.

16. A letter was received from Frank P. Scrivener, Jr., Maintenance Engineer of the State Roads Commission in which he

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Page #3

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asked to be excused of parking violation ticket No. 12231.

Upon a motion offered by Councilman Howie, seconded by Councilman Hayman, the ticket was ordered excused.

17. The City Engineer presented a letter from the Elgin Corporation of 501 Fifth Avenue, Elgin, Illinois in which they informed him they could sell a small quantity of broom steel wire.

They City Engineer was authorized to purchase a thousand pounds from the Elgin Company.

18. A letter was received from Mr. Francis Baker informing the Council that his two properties on East Church Street was served with one water connection and that he desired to cut the water service from 1009 by cutting the pipe between the two buildings and sealing them. He requested that he be granted a credit on his water bill for the reduction in this service. The Council approved subject to the inspection of the plumbing inspector and his advice that the work had been done satisfactorily.

19. The City Engineer presented and read the copy of an agreement between the U. S. Coast & Geological Survey and the City of Salisbury relating to the maintenance of water shed readings and records at Shumaker's Mill Pond in which the City was to put up \$200 yearly as their share of this work less an allowance for the hire of a City employee which was furnished by the City. The agreement was dated June 30, 1942 for a one year period.

Councilman Russell offered a motion which was duly seconded and passed authorizing the Mayor to sign the agreement.

20. A request was received from the C & P Telephone Company for permission to relocate a pole on Ward Street as shown on attached sketch furnished the City Engineer and also to relocate pole No. 1 & 2 as shown on that plat. The request was granted upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

21. The City Engineer presented a purchase request No. 1028 covering a list of parts for the motor grader.

The Council approved the request and authorized the purchase of these items.

22. City Engineer presented a copy of the agreement returned by Dr. Smith of East Main Street signed by all the property owners except Mr. Walter Phillips in the vicinity of East Main Street and Saratoga Street agreeing to give the City a one foot parcel of land in order to relocate the sidewalk.

Councilman Russell offered a motion which was seconded by

June 8, 1942

Councilman Hayman and duly passed authorizing the acceptance of the agreement and authorizing the City Engineer to draw a plat for the proposed work. Councilman Howie offered a motion, seconded by Councilman Hayman and duly passed authorizing the City Solicitor to draw the necessary deeds.

23. The City Engineer informed the Council that Mr. Henry Roberts had agreed to give the City $2\frac{1}{2}$ feet of property from his lands on the north side of Wicomico Street from Camden to Oak Hill Avenue and $7\frac{1}{2}$ feet of land from Oak Hill Avenue to the end of his property line on Wicomico Street.

The City Solicitor was authorized to write the deeds for this property upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

Councilman Hayman offered a motion, seconded by Councilman Howie and duly passed, authorizing the Clerk to sign and approve the plat of Mr. Henry Roberts after prior approval of the City Engineer.

24. Superintendent of the Water Department presented the financial report of operations of that department for the month of May. It was ordered accepted and filed upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed.
25. The City Engineer presented a request in behalf of Mr. Roland Dashiell for a credit on his water bill since he was not using the water service and the rental charge was eating up the deposit posted by Gunby Company.

It was explained there would be no loss to the City because the School Board would use the water service since the Building was completed by the contractor.

The City Engineer was instructed to bring back recommendations for the next meeting.

26. The City Engineer presented a letter directed to the Honorable George L. Radcliff, U. S. Senator of Maryland, relative to an appointment with the War Department for discussion of the airport work. A copy of the letter is attached to the minutes.
27. The City Engineer reported the receipt of all seven sirens by the Civilian Defense Council.
28. Vouchers No. 18066 to 18106 were read and approved for payment and authorized signed upon a motion made by Councilman Hayman seconded by Councilman Howie and duly passed.
29. The Following bills were presented:

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Weaver's	21.25
Bowden	4.00
Harcum Office Service	23.00
W. B. O. C.	9.30

The Council authorized the bills paid from the airport fund.

30. The Mayor gave the Council a group of names he had received as applicants for the position of harbor master.

The Council balloted, nominated, and appointed Roland Prag for the position of harbor master at the salary of \$25.00 a month effective July 1. The salary is to be paid in the following manner: \$12.50 from the Mayor and Council; \$12.50 from the County Commissioners.

The Clerk was instructed to notify the County Commissioners of the appointment with the salary and the effective date.

31. The City Treasurer requested approval for the purchase of 1500 2¢-stamped envelopes to be divided between the Water Department and the Tax Department. The purchase was approved and authorized.

32. The City Engineer informed the Council that Mrs. Brittingham was receiving applications for plumbing permits and building permits in the absence of each of the department heads and asked what her duties should be in that respect.

The Council instructed him to inform Mrs. Brittingham that she could assist both department heads in their absence with these applications but of course granting no approvals.

The meeting adjourned at 10:15.

APPROVED:

Date

6/16/42

Clerk

W. J. Garry

President of Council

W. J. Garry

The Mayor and Council of Salisbury met in regular session at the City Hall Monday June 15 at 7:30 with the following members present: President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, and Clifford H. Duffy with Mayor I. Virgil Hitchens absent due to illness.

1. Mr. Fred Battle with a delegation from College Avenue came before the Mayor and Council asking for the City's assistance in having the Precision Development Company install a smoke arrester in their new plant on College Avenue. Mr. Battle explained that if it were not done at this time the smoke would create a nuisance to the residents in that vicinity.

The Council agreed to look into the matter to see what could be done and Mr. Clarke Gardner was designated to call on Mr. Nelson.

2. Moses Robinson, 210 Lake Street, came before the Mayor and Council to request the use of part of the dump back of the property he was occupying on Lake Street to be used as a garden.

The Council informed him it would be satisfactory but the City, of course, would use it whenever it was needed.

3. Police Chief Chatham presented his weekly daily reports together with his consolidated monthly report and his parking violation report which were ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

Chief Chatham presented a request from Mrs. Pillsbury for a guard at Johnson's Pond. After discussing the matter the City Engineer was instructed to write Dr. Hurcle to ask that he inform the Council if the water in Johnson's Pond was suitable for swimming.

The Chief request information relative to licensing and policing religious tent meetings held in Salisbury. The City Solicitor informed the Council it was his opinion that they did not require licenses and the Chief of Police was instructed to police them as he saw fit.

4. The Building Inspector reported a request for a permit to enclose the porch of the Dr. Fisher property at Division and Church in order to make an additional room. The work was to be done with asbestos singles.

The Council informed the Building Inspector that if such was not in agreement with the Building Code, it could not be done.

Mr. Hastings presented advice from Mrs. Flemming on North Division Street that she would still like to purchase the three properties at \$6500 of the City's.

The Council decided they would not accept the offer.

June 15, 1942

5. Mr. James White presented a request on behalf of Mr. Peter Linnett for a credit on his water bill of \$55.40 since the water used was in a way used for the convenience of the public. The Council found that since it was consumed on private property they would be unable to give him this credit.
6. The City Engineer presented three applications for water service from Sadie Jones, 308 Catherine Street; Irving Roberts, 314 Catherine Street; Cora Ayers, 316 Catherine Street. Mr. White was instructed to check the application to determine the number of feet of extension which would be required.
7. The City Engineer presented a request from Mr. Fred P. Adkins for a price on the residue of the Penrose property on the south side of the By Pass at Naylor Street, fronting approximately 103 feet on the By Pass.

The Clerk was instructed to inform Mr. Adkins that they had set a price of \$1500 on the property.
8. The City Engineer presented a bond on the Glen Falls Indemnity Company drawn for Mary Long Lankford as principal in the amount of \$500 which was part of her agreement in the park concession release. The Council upon a motion made by Councilman Howie, seconded by Councilman Hayman and duly passed authorized the bond to be accepted and the certified checks of Wm. E. Wyatt and Wm. E. Long both in the amount of \$25.00 be returned.
9. The City Engineer presented Purchase Order L-18 to Lenker Manufacturing Company, 599 Chestnut Street, Sunbury, Penna. L-E-Vation Rod, complete with ribbon, and two additional ribbons for \$21.00. The Council approved the purchase upon motion made by Councilman Howie, seconded by Councilman Duffy and duly passed.
10. Purchase Order No. L-19 drawn to Crane Co., 610 West Pratt Street, Baltimore, Maryland, for a quantity of galvanized pipe and fittings in the amount of \$660. It was ordered approved upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed.
11. Purchase Order A-20 to Elgin Corporation, 501 Fifth Avenue, New York City, for 1,000 lbs of brush wire at \$195.00 was presented and ordered approved upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed.
12. The City Engineer presented a letter from John W. Downing, Chairman of Civilian Defense committee which said he had a balance of \$141.03 and had bills on hand in the amount of \$209.20. The Clerk was instructed to secure a list of the fixed monthly charges.

13. Parking ticket No. 12173 issued to Rred H. Battle while attending a Civilian Defense meeting was presented to the Council and asked excused.. The Council Upon a motion made by Councilman Hayman, seconded by Councilman Duffy and duly passed authorized the ticket excused.
14. The City Engineer presented a letter from the War Department requesting some detailed information on the City's motorized equipment. The matter was left to the City Engineer.
15. A letter from the Federal Communications Commission, Wash. D. C. was received and read which ordered all owners of radio transmitters to apply for licenses not later than June 28, 1942.

The matter was referred to the City Solicitor and to the Chief of Police with the instructions that they make the necessary applications.

16. The City Engineer reported he was receiving numerous complaints that the garbage collectors were leaving tree limbs set out with the garbage.

The City Engineer was authorized to place a small notice in the paper advising the public that the garbage department would pick up any limbs, branches, etc. not in excess of six feet in length. ~~in bundles~~ *in Bundles*

17. The garbage collectors requested permission for the use of the open body truck Saturday in order to enable them to complete their work by noon. The Council found that it was needed elsewhere and the request could not be granted at this time. The Chief of Police was instructed to watch the speed of the garbage trucks and to call them for excessive speeding if it were necessary.
18. The request was received in behalf of Martin & Schwartz for permission for Mrs. Mary Lanford to sell ice cream and soft drinks at their picnic on the island in the City Park.

The Council found no objection to the request.

19. Ordinance No. 482, an ordinance repealing Ordinance No. 146 making it unlawful for any one to engage in fortune telling or revealing the future fortune or of events of any one's life by any means of device whatsoever within the City limits without first taking out a license therefor, etc., was presented by the City Solicitor, ordered passed for the first reading and ordered posted upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
20. The City Solicitor informed the Council that the ordinance on the rezoning of Naylor Street had been delivered to Mr. Smith and that up to the present time he had not yet published it.

June 15, 1942

21. The City Solicitor presented Ordinance No. 481, an ordinance entitled "Twenty-seventh Amendment to zoning Ordinance No. 292 to supplement and amend but in no manner otherwise to change said zoning Ordinance No. 292 but providing a change in the use of height district regulations of a certain area of land northerly of Baltimore Avenue and westerly of the proposed Salisbury By Pass and more fully described as follows, etc.

Since no people appeared against the proposed rezoning and since no objection in any other form were received, Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving for final passage the above mentioned ordinance.

22. The City Solicitor presented a statement from Mrs. Maria E. Godfrey that she was vacating the property and desired a check for \$400 in accord with the agreement. The Council upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed authorizing the City Solicitor to prepare a release for Mrs. Godfrey and at the same time approved and instructed the City Treasurer to prepare a check for \$400 on the joint City-County airport fund to be signed and delivered when the release was obtained.
23. The City Solicitor reported on a talk with Mr. Stanley Robins regarding the Charles T. Bradley By Pass option, especially that part which referred to a narrow parcel of land in the rear of his property adjacent to the Salisbury Boulevard which the City was to deed to him. He explained he had ironed out the difficulties and was now ready to take title. Councilman Hayman offered a motion, seconded by Councilman Howie and duly passed authorizing the City Solicitor to draw the necessary deeds.
24. Vouchers No. 18107 to 18154 were read and all approved with the exception of 18131 which was marked "Void" upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed.
25. The minutes of June 8, 1942 were read and approved upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed.
26. The minutes of the special meeting of June 5, 1942 held in the Commissioner's office were read and approved upon a motion made by Councilman Hayman, seconded by Russell and duly passed.
27. The minutes of the special meeting of June 5 held at the City Hall were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

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June 15, 1942

28. The dog catcher's report was presented, ordered accepted and filed.
29. The City Engineer presented a telegram from the U. S. Senator George L. Radcliff dated June 11 relative to the airport. It was ordered accepted and filed by the City Engineer.
30. The City Engineer read a letter addressed to the Honorable Millard E. Tydings, U. S. Senator dated June 12 relative to the airport, a copy of which is attached to the minutes.
31. The City Engineer brought up the matter of uniforms of the park guards. Councilman Hayman offered a motion after some discussion which was seconded by Councilman Howie and duly passed requesting President of Council to appoint a committee for the purpose of reviewing and purchasing the uniforms for the Water Department guards. The President of Council appointed the following as members of that committee: Councilman Duffy, Chairman, Councilman Hayman, Councilman Russell, Chief of Police and the City Engineer.
32. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed by unanimous vote authorizing the Mayor I. Virgil Hitchens and the Treasurer Wade H. Insley, Jr. to borrow from the Farmers and Merchants Bank the sum of Five Thousand Dollars (\$5,000) for the period of four (4) months at four per cent (4%) and authorizing at the same time the President of Council and the City Treasurer to draw a voucher to provide for the discount.
33. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing and instructing the City Treasurer to prepare a voucher in the amount of \$1300 to the order of John W. Downing, Treasurer of Civilian Defense. The motion also provided that the checks be drawn, signed and delivered as early as possible.
34. The Treasurer reported the receipt of two checks in the amount of \$99.80 and \$110.46 from the Manufacturers' Fire Insurance Company in payment of a fire loss to a garbage truck dated May 9.

The meeting adjourned at 10:20.

APPROVED:

6/22/42
Date

W. S. Garvey
President of Council

Wade H. Insley Jr.
Clerk

CLASS OF SERVICE
This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

1201

SYMBOLS
DL=Day Letter
NT=Overnight Telegram
FC=Deferred Cable
NLT=Cable Night Letter
SR=Ship Radiogram

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination.

RXPB163 42/39 GOVT=SN WASHINGTON DC 11 517P

1942 JUN 11 PM 6 27

CLARKE GARDNER CITY ENGINEER=

Filer

DEPARTMENT OF PUBLIC WORKS

THE PRESIDENT HAS DESIGNATED THE WORK-PROJECTS ADMINISTRATION
STATE NO 15013 REGISTRY NO 705142 MARYLAND WICOMICO COUNTY
NEAR SALISBURY OFFICIAL PROJECT NO 265-1-25-24 FEDERAL FUNDS
FOUR HUNDRED TWENTY NINE THOUSAND NINE HUNDRED THIRTY EIGHT
DOLLARS FOR CONSTRUCTION OF AIRPORT=

GEORGE L RADCLIFFE UNITED STATES SENATOR

15013 705142 265-1-25-24

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Memorandum

June 12, 1942

The Honorable Millard E. Tydings
United States Senator of Maryland
Washington, D. C.

Dear Senator Tydings:

The Mayor and Council of Salisbury and County Commissioners of Wicomico County requested me to communicate with you regarding an appointment with the War Department. The purpose of this conference is to submit facts showing that the construction of the Salisbury Airport has been unnecessarily delayed.

For your information, the Mayor and Council of Salisbury and the County Commissioners of Wicomico County are the sponsors of the Salisbury Airport, rated by the Civil Aeronautics Administration as Class IV, and certified to by the War Department as being essential for national defense.

The construction phase of the Salisbury Airport is under the jurisdiction of the Work Projects Administration and for various reasons the progress of the work has been far from satisfactory, especially in view of the importance of the project. This particular airport is so located that effective protective means can be afforded to Annapolis, Washington, Baltimore, Norfolk, Wilmington, and other industrial centers--provided immediate steps are taken to complete this airport at once.

At a joint meeting of The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, held on June 5, a resolution was approved citing the scope of activities on the Salisbury Airport from its inception to the present time. The governing bodies prefer that the contents of the resolution be kept confidential until the facts can be placed before the War Department.

The Honorable Millard E. Tydings
Page 2
June 12, 1942

The City Engineer has been specifically authorized to place these facts before the War Department and request that the airport construction be assumed by the Civil Aeronautics Administration, the United States Army, or the United States Navy.

In view of the urgency of the situation, The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, as Sponsors of the Salisbury Airport, will appreciate your arranging an appointment for me with the Office of the Secretary of War in order that this resolution and other supporting data may be presented.

A copy of the executed resolution is enclosed for your perusal and as a basis for securing an appointment with the Office of the Secretary of War.

Most sincerely yours,

THE MAYOR AND COUNCIL OF SALISBURY,

and

COUNTY COMMISSIONERS OF WICOMICO COUNTY,

Clark Gardner

CG:vg

City Engineer

cc: ✓ The Mayor and Council of Salisbury

County Commissioners of Wicomico County

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, June 22 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman, and Clifford H. Duffy.

1. Mr. Henry Chatham came before the Mayor and Council with a request that the City provide a new floor covering for Fire House No. 2. He stated the floor was in bad shape and needed attention and suggested that it be given a paint type covering similar to that used at Fire House No. 1. The Council advised Mr. Chatham they would look into the matter to see what could be done.
2. Chief Walter B. Disharoon came before the Mayor and Council to request authority to purchase 1500 feet of 2½-inch fire hose informing the Council that they had the least hose on hand that they had ever had and that none had been purchased for the last four or five years. He offered the following quotations he had received:

Fabric Fire Hose	\$1.35 a ft.
American LaFrance	1.17
a Hagerstown firm	1.27
Manhattan (R. D. Grier)	1.10

Due to the unusual circumstances now prevailing the Council upon a motion offered by Councilman Howie, seconded by Councilman Duffy and duly passed authorized purchase of the fire hose at \$1.10 per foot from the lowest bidder, Manhattan, at the same time adding the condition that it should be paid for after October 1 since it was purchased against the new budget.

3. Mr. William E. Twilley, Manager of Wicomico Farmers Cooperative Auction Market Company came before the Mayor and Council to request a policeman to handle traffic in and about the market between the hours of nine and three daily except Sunday.

The Council advised him they would study the request and give their decision to the Clerk the following day.

The Council after some consideration found that they would be unable to grant the request since they had been compelled to refuse similar requests. They instructed the Clerk to advise him they would be glad to cooperate by deputizing any qualified person he might select provided they pay their entire salary.

4. Mr. John E. Jacobs, Attorney, representing the Junior Chamber of Commerce, came before the Mayor and Council to present the result of an investigation the Junior Chamber had made on the house enumeration system in Salisbury. He recommended that the Council take some steps to remedy the situation and left with them several copies of their recommendations, a copy of which is attached to the minutes.

5. Mr. F. L. Insley, Harbor Master, reported he had received advice to the effect that the buoy lights at Bishop's Head and Middle Grounds would soon be installed. He also reported that Mr. John Testa's application to the War Department for piling and dyking had been approved; that the Pratt Company had applied for a permit to put in new wharfing along their property on Fitzwater Street and he felt that that would pass. He further reported that the Pennsylvania Railroad Company were going ahead with their plans to replace dyking along their property on Lake Street.

6. Mr. Aubrey Bailey came before the Mayor and Council to offer a complaint on garbage collection. He stated the collectors had refused to pick up waste material from the sidewalk in front of his building which he had placed in small cardboard boxes.

At a later time during the evening the Council referred the matter to the Mayor and City Engineer to inform the garbage collectors to pick up these articles in the future and to instruct the Clerk to so inform Mr. Bailey.

7. Mr. Steve Olson representing the Fire Department came before the Mayor and Council and recommended that the City purchase an inhalator at \$350.00 for the use of the department. He advised the Council that he would ask the Commissioners to assume one-half of the cost.
8. The Chief of Police presented a report on the cash received by the police department during 1941-1942. He presented also his weekly log together with his annual report on police activities for the fiscal year June 1, 1941 to May 31, 1942. All were ordered accepted and filed upon a motion made by Councilman Howie, seconded by Councilman Russell and duly passed.

The Chief then explained that his department had run out of bicycle tags since they now had 500 licensed. He was instructed to secure prices on new tags and present them to the Council.

9. The Building Inspector, Mr. Hastings, reported that he had received a quantity of complaints on weeds asking that they be cut. He cited a complaint from Dr. A. B. Boulden asking that the City cut the weeds from their property along Lakeside Drive.

At a later time during the evening the Council authorized the cutting of the weeds on the City's property and instructed Mr. Hastings to work with the property owners and get all of the weeds cut which he could.

10. Mr. C. L. Dickinson, Chairman of the Traffic Commission reported on their work with Mr. Pratt Phillips toward eliminating truck traffic on Lake Street. He informed the Council

that Mr. Phillips had agreed with them to reroute his truck deliveries for the summer through Delaware Street to School Street, from School Street to his factory entrance which Mr. Dickinson believed would solve the problem.

He further presented his written recommendations to the effect that parking not be permitted on the West side of Lake Street between West Main Street and West Isabella Street and that parking be restricted to one hour on the East side of Lake Street in the same section between the hours of 6:00 P.M. and 4:00 A.M. and recommended further that signs to this effect be erected.

Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed accepting and approving the recommendations and ordering them put into effect.

The Traffic Commission through Mr. Dickinson recommended that Church Street be left as it was.

11. Mr. Avery Hall, spokesman, with a delegation consisting of Mr. Norman Holland, Mr. W. T. Holland, Mr. McCloskey, and Mr. Carter, came before the Mayor and Council to advise them that Mr. McCloskey had just concluded an agreement between his firm, The McCloskey-Grant Corporation of Philadelphia and the Holland Brothers for a lease on their recently acquired Jackson property.

Mr. McCloskey informed the Council that their present business had been the manufacture of store fixtures but that they were now engaged in the manufacturing of wooden ship furniture and equipment and that they had come to Salisbury to engage in this business. He further cited that they would probably employ some 200 men. He gave them further information on his weekly payroll, the amount of orders he now had on hand and concluded by telling them he had received a fine reception here.

12. 6" The City Engineer reported Mr. J. Svorka had 47 lin. feet of cast iron pipe left over from his work at the Precision Development Company which he offered to the City for the sum of \$23.50. He recommended that it be purchased. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed, approving the purchase for the Water Department.
13. Mrs. Bessie Brittingham through the City Engineer requested a credit of \$1.67 on her water bill since her property was not occupied until May 1, 1941 instead of April 1, 1941 as she was billed. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving the credit.

The City Engineer presented another request in behalf of Ernest Hillman for a credit on his water account since there

June 22, 1942

was discovered a broken pipe under his ^{store}house which consumed an abnormal amount of water. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed authorizing the Water Department to average his water bills and to bill him for the period in question in accord with his usual consumption.

14. The City Engineer presented a request from the C. & P. Telephone Company for permission to relocate certain poles on Wicomico Street which were now in the street bed. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the request and application.
15. Mr. F. K. Hazard of College Park informed the City Engineer by telegram that the Civilian Protection School could put on a demonstration with airplanes and fire bombs if the City so desired on July 24 or August 7 at the approximate cost of \$800.00. The City Engineer was advised that the City would be unable to accept it and authorized him to take it up with the Commissioners for their reaction.
16. The City Engineer reported on a conversation with Mr. Skirven of the State Roads Commission in which he was informed that if the City would tear up 400 feet of curb and sidewalk on North Division Street near the intersection with the By Pass the State would replace this in keeping with the new work on the By Pass at the State's expense. The City Engineer estimated that the cost of removing this sidewalk would probably be \$400.00.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the removal of this sidewalk, cost of which was to be charged to the special street account. *replacement (W.H.S.)*

17. The City Engineer reported on the visit to Washington for the purpose of securing a better priority for the airport work.
18. The City Engineer reported on a telephone conversation with Mr. C. F. Bornefeldt of the W. P. A. office in Baltimore. The City Engineer requested ~~the~~ the W. P. A. ^{to} go along an additional \$2,000 to provide a concrete covering of a terra cotta drain pipe since reinforced concrete pipe was no longer available. The City Engineer recommended that a letter be written Harry D. Willier, State Director of the W. P. A. relative to a certain phase of the airport work. This particular point was discussed by the Council and Councilman Hayman offered a motion, which was seconded by Councilman Howie and duly passed approving the letter, a copy of which is attached to the minutes.
19. The City Engineer presented a recommendation from A. P. Isakson, street foreman, that the salary of Wakeman Whayland be increased to a higher level since his trial period had proven

him very satisfactory and demonstrated that he could take care of the City's mechanical equipment as well as handle the grader.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing his salary be fixed at the rate of 50¢ per hour effective for the week ending June 22, 1942.

20. Mr. A. P. Isakson requested the use of the motor grader for the period of one day. The Council upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed authorized its rental at \$5.00 per hour.
21. Dr. Seth P. Hurdle of the Health Department advised the Council that the water in Johnson's Pond was not dangerous to the public health. He explained that it might have some typhoid germs but since none had been reported recently and since the water was at a high stage which would dilute the germs if any, it was not dangerous.

He would however recommend the typhoid inoculation be taken for people bathing in any water in this vicinity. He further advised that signs be erected with the advice that typhoid serum be taken before bathing in Johnson's Pond. He recommended the use of three signs on one side and two signs on the other side of the pond. The motion was offered by Councilman Russell and seconded by Councilman Hayman and duly passed authorizing Dr. Hurdle to have the signs made and placed.
22. Dr. Hurdle brought up the matter of the City code which provided for the installation of sanitary toilets on all new property constructed in the City limits on sewer lines. He informed the Council that since these sanitary facilities could not now be purchased he had advised people asking for advice that they should place the State's approved sanitary privies. The Council agreed that that was all that could be done.
23. Ordinance No. 482, an ordinance providing for a \$300 license fee for each and every person engaging in fortune telling or revealing the future events, etc., was introduced by City Solicitor for its second reading. Councilman Russell offered a motion which was seconded by Councilman Hayman that since no objections had been filed that the ordinance be approved and passed.
24. The President of Council, Mr. Gardiner, directed the Council's attention to the recent request of the delegation asking for something to be done toward improving East Pinehurst Avenue. A committee composed of Councilmen Russell and Hayman agreed to report on the prospects of widening the street by the next meeting.

25. Vouchers No. 18155 to 18172 were read and approved for payment upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
26. The Clerk was instructed to write the Junior Chamber of Commerce to inform them that they would accept their offer of cooperation in establishing a better numbering system with uniform division streets within the corporate limits and was instructed further to offer them a City map and ask for their recommendations.
27. The City Clerk presented a bill in the amount of \$16.50 covering expenses of the trip to Washington June 19 of representatives of the Mayor and Council and County Commissioners for a conference on the airport. The bill was authorized paid after a motion offered by Councilman Russell, seconded by Councilman Duffy and duly passed.
28. The City Clerk reported a claim had been received from Miss Neale Lyon to the effect that the dog truck normally driven by Mr. Jack Turner had backed into her car while parked at the Dr. Murphy hospital on the Salisbury By Pass. Her statements were that she had not seen him back into her car but that she assumed he did it because it was the only car there while she was parked. The dog catcher, Mr. Turner, reported to the City Clerk that she was parked at the hospital Thursday June 18 about 4:45 while Miss Lyons car was there but that he pulled directly out of the lot without backing and could not possibly have run into her car.

The Council decided after hearing the report that the Clerk should make a report of the accident stating thereon the claims of both parties since they felt they could do nothing with it.
29. Water bills for water service to the 1901-03-05 North Division Street houses in the amounts of \$10.00, \$7.50, and \$9.00 respectfully were presented for water consumed by the City's own By Pass property. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the City Treasurer to pay these charges from the By Pass Salvage Fund the account into which the rent was deposited.
30. A letter from Mr. John K. Davis, 127 Bay Avenue, Berlin, Maryland, referring to parking ticket No. 12087 was received and read to the Council. The matter was ordered referred to Chief of Police Chatham for his advice.
31. The Mayor presented a request from Mr. R. R. Purnell that the City employ Miss Emily Clinard at the rate of \$2.00 per Sunday as substitute for the park swimming guard. The Mayor stated that she begin work June 14. The Council discussed the request and found that their budget had been set up on

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\$15.00 per week and they were unable to find the necessary money to approve the additional payment. The Clerk was so instructed to inform Mr. Purnell.

32. A letter was received from George M. Dallas of Dallas & Nock informing them that his insurance business would be handled by his wife, Kathryn E. Dallas.
33. The weekly dog catcher's report was received, ordered accepted and filed.
34. The minutes of the meeting of June 15 were read and were approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

There being no further business, the meeting adjourned at 11:00 P.M.

APPROVED:

7/6/42
Date

W. S. Gannery
President of Council

W. S. H. Indley
Clerk

To the Mayor and City Council of Salisbury:

The Salisbury Junior Chamber of Commerce, Inc. through its committee on City Planning has conducted an investigation of the house enumeration system or lack of system now prevalent in Salisbury, and has also made a study of the street names and locations within the city's corporate limits. The results of our study are incorporated in this report. We do not claim that all of the faults of our present system are given herein, but we feel positive that this report is sufficiently inclusive to demonstrate that Salisbury is badly in need of an organized and well considered system of house numbering.

Our report falls into two major divisions; the house numbers, and the street names. We will deal with the numbering first, since we feel that it is the more confused of the two as well as the more important.

There are at least eight origin points for building numbers in Salisbury. They are as follows: Main Street, Division Street, Church Street, Snow Hill Road, Camden Avenue, Lake Street, Broad Street, and East Vine Street. It is easily apparent to anyone who considers the matter that there should never be more than two dividing streets in a city; one for streets running east and west, and one for streets running north and south. Were this the sole fault found in Salisbury, we would advocate change, but confusion is piled upon confusion, and error upon error.

The most silly error in the entire city is the fact that in dozens of cases the same block contains numbers of different hundreds. Appended are a number of examples, sufficiently complete to demonstrate the futility of the status quo.

Arch Street

102, 106, 108, 521, 523, 525

Camden Street

140, 201, 203, 204, 207-11

Collins Street

700, 235, 800, 239, 1023, 283, 806, 807, 808

Elm Street

137, 67, 141

Evans Street

114, 404, 118

Gordon Street

402, 404, 406, 104, 408

Hanover Street

106, 425

Happy Alley

105, 407, 409, 411

Holland Street

102, 108, 106, 110, 114, 116, 419, 420

Houston Street

25, 24, 27, 26, 28, 491, 101, 103, 107, 105

Lake Street

1105, 1111, 1107, 1015, 1017, 117, 1018, 1119, 1120, 1017, 1202

Maryland Avenue

208, 209, 210, 2207, 212

Patterson Street

103, 104, 301, 312, 111, 112, 618, 616, 303, 612

Pearl Street

210, 705

Pollitts Alley

210, 212, 197, 198

Riverside Drive

211, 325, 411

Third Street

201, 200, 203, 194, 196, 207, 198, 200

Another fruitful source of irritation is the duplication of the same number on the same street. Following are a number of instances of this:

Camden Street

2-132, 2-134

Camden Avenue

2-229

N. Division Street

2-104

Lake Street

2-102, 2-1017

Market Street

105-115, and a 113

Maryland Avenue

2-209, 2-314, 2-308

Pollitts Alley

2-211

Third Street

2-200

Truitt Street

2-300 blocks

It will be noted that all of these examples do not occur in the so-called dark belt, but many of them in business or very respectable neighborhoods.

The number of instances that the number on a building does not fit between those on either side of it is very large.

An examination of the examples already given will reveal many of them. There are many more, but we believe that these will suffice to show the point.

An additional device used here in Salisbury to confuse the stranger is the adoption of different enumeration origin points for blocks on the same street. For example:

Arch Street

102, 104, 106, 108, etc.-----next block starts 210, 208, 206, etc.

E. College Avenue

101, 103, 105, etc. -- running east from Camden Avenue

100, 102, 104, etc. -- running east from S. Division St.

Market Street

E. Market St. Numbers run east from S. Division St.

W. Market St. numbers run east from W. Main Street

We estimate that approximately 75% of the streets in Salisbury have as the first block from their number origin point the 100 block. It is the other 25%, however, that makes a farce of this system. In a few cases (Forest Lane Drive, Wood Street) the numbers begin 1, 2, 3, etc. instead of 101, 102, 103. More, however, begin with numbers which have no apparent relation to the origin point whatsoever. On Naylor Street the first block from Church Street, the origin point, is the 300 block, Railroad Avenue begins with the 900 block, West Rose Street begins with the 600 block.

In many cases the odd and even numbers on buildings appear on the same side of the street. On East College Ave. (cited above) the houses in both 100 blocks are on the north side of the street, one set with odd numbers, the other with even numbers. On David Street also odd and even numbers are found on the same side of the street.

In addition to the errors already cited there are several others that are known to exist, but of which no examples are cited. On many streets the numbers are in consecutive order at the present time, but either no allowance has been made for future buildings

5.
or too much space has been allowed. This will result either in future duplication, frequent $\frac{1}{2}$ numbers, or gaps where none should be.

The last major error in the enumeration system is that blocks on parallel streets do not correspond. This is due to causes already cited; first, there are eight enumeration origin points instead of two, or second, parallel streets begin from their origin points with a different hundred number.

One other aspect of the city's numbers to which we would like to call attention is that on many streets the houses bear no numbers whatsoever. The following are examples:

Blundan Street
Hammond Street
Grace Street
Harford Street
East Hazel Avenue
Long Avenue
East Main Street (between Salisbury Blvd. and Truitt Street)
Parkside Street
Parkview Street
Parkway Avenue
Priscilla Street
Salisbury Blvd. (except one block, and they have no meaning)
Westover Hills
East Wilson Street
Woodland Avenue

The second major division of this report as has been already stated deals with the names of our streets. Some of these bear such a close resemblance to others that some confusion necessarily results. This, however, except in the case of exact duplication of which we found no instance, is not nearly as disastrous as faulty numbering, but it does merit attention, and we believe some change. The following are examples of great similarity:

Allen Street, Allen Avenue, Allyn Street
Bell Alley, Bell Avenue
East Street, East Road

Franklin Street, Franklin Avenue

Glen Avenue, Glen Road

Houston Street, Houston Terrace

Locust Street, Locust Terrace

Mitchell Street, Mitchell Road

North Street, North Boulevard

Parsons Street, Parsons Road

Phillips Street, Phillips Avenue

South Street, South Boulevard

West Street, West Avenue, West Road

With respect to these cases we respectfully submit that a more satisfactory method of distinguishing different streets can be found than the various names of public highways or thoroughfares.

In the street naming also, however, there are examples of a peculiarity not to our knowledge found in other cities. The finest example of this is North and South Clairmont Drive. In all other cities a street changes from North to South as it crosses the number origin point. In Salisbury North and South streets can run east and west instead of north and south, and need not be the same street at all, but parallel streets, the relationship being that while both lie in the south part of the city one is a block north of the other. This practice we believe is extremely bad and warrants correction. Another example of a similar failing is that it is possible to have North Pinehurst, South Pinehurst, East Pinehurst, and West Pinehurst, the same thing as in the former case, but with East and West thrown in for good measure.

Some confusion may also result from the fact that in several instances streets are named East or West but bear no

corresponding counterpart. But this is comparatively minor.^{7.} Some streets also bear no markers, but we do not recommend that these be marked until after the war is over. First, because of the metal shortage, and second, because we do not wish to recommend any additional expense to the City of Salisbury at the present time.

The Salisbury Junior Chamber of Commerce, Inc. respectfully recommends that radical changes in our existing systems of numbering and naming streets should be made. We feel that the present lack of understandable method creates difficulty even for those fairly familiar with our City, and that only lamentable confusion can be the lot of a stranger to Salisbury. The Salisbury Junior Chamber of Commerce, therefore, requests that the City Planning Commission be empowered and directed to devise and prepare for the City of Salisbury a complete and organized enumeration system, that it correct or recommend the correction of the faults in the street names, and that they set up some authority with the power and duty to assign correct numbers as they become necessary, and to prevent duplication or too great similarity in the names of streets.

We wish to emphasize the fact that we are not seeking the expenditure of any large sums of money. We believe that the changes we advocate could be made at very little cost to the City. We believe the value received would far outweigh whatever small cost might be entailed. We wish also to answer now one objection which will be immediately raised. We are not seeking to render our forthcoming City Directory worthless, and destroy its usefulness to the merchants who supported it. There is

a vast amount of work to be done before a new enumeration system can be set up, it will take a very considerable time to do it. However, we urge that now is the time to begin the job. Probably never again in the history of Salisbury will there be a protracted period during which there will be so little change in the physical aspects of the City; it follows therefore, that probably never again will there be as good a time to do the work necessary to prepare for the installation of a sensible system. We request that the task be begun NOW. Salisbury is a growing city, added growth will add to the present confusion, such a change is eventually necessary, common sense dictates that it be made as soon as possible.

Respectfully submitted,

The Salisbury Junior Chamber of Commerce, Inc.

City of Salisbury
MARYLAND

WADE H. INSLEY, JR.
City Clerk-Treasurer

June 25, 1942

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

The minutes of The Mayor and Council meeting of April 27, 1942, under Resolution 13, read in part as follows:

Upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed, the City Engineer was authorized to contact those people approved on the payroll of October 1, 1941 for work in the park. Those people were:

Ira Elliott (already working)
Charles Kelly
Ernest Mitchell

The Council also approved the employment of William Maddox for work in the park and further instructed the City Engineer that if an additional person was needed his name should be presented to the Council at the next meeting.

The motion also authorized the City Engineer to employ the above mentioned people immediately and fix their salary at \$18.00 each with the exception of the salary of Mr. Elliott which was to be \$23.00 who was to act as foreman in the park. The motion limited all employment of these people to a period not exceeding 60 days which was in accord with the recommendations of the Civil Service Commission.

The minutes of The Mayor and Council meeting of April 27, 1942, under Resolution 14, read in part as follows:

The City Engineer after a call from Mr. A. P. Isakson recommended that two men be employed by the Street Department and that Mr. Talbot Bounds be transferred temporarily to the operation of the street grader.

The Mayor informed the Council that he had received a request from the older men in the street department to try them out

June 25, 1942

for those purposes at a higher rate of pay.

The Council agreed to employ Fred Smullen and a Mr. Wilkins at the rate of 40¢ per hour not to exceed 60 days for work in the Street Department and to try some of the older employees first on the grader before a permanent operator were selected. The people employed were:

Fred Smullen
Carl Wilkins

Since all the above began work on April 29, 1942, their employment would terminate as of June 28, 1942.

The minutes of The Mayor and Council meeting of May 11, 1942, under Resolution 24, read as follows:

The City Engineer presented a request from Mr. Carlton Wootten of the Water Department for the following men to assist in relocating fire hydrants on the new By Pass:

James Reid
Daniel Kennedy
John Purcell

Elmer Shockley
George Handy

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the employment of these men at 40¢ per hour for a period not exceeding 60 days conforming with the recent letter of the Civil Service Commission.

Since the above mentioned began work on May 12, 1942, their employment would terminate as of July 11, 1942.

Sincerely yours,



Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

CITY HALL - SALISBURY, MARYLAND - JUNE 29, 1942

The Mayor and Council met in regular session at the City Hall Monday night June 29 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council Werner T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy.

1. The minutes of June 22 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
2. Mr. Raymond Hopkins came before the Mayor and Council to ask that they endeavor to have the house numbers on Maryland Avenue corrected.

Councilman Duffy was appointed a committee of one to bring back recommendations on correcting the situation.

3. The Chief of Police reported on the letter from Mr. Davis of Bay Street referred to him last week. He advised the Council that a check with the parking meter proved it in working order and he saw nothing further that he could do. The Clerk was instructed to write Mr. Davis to that effect.

Chief Chatham presented bids on new bicycle tags and was instructed to hold them for a future meeting. Chief Chatham also suggested that all bicycles be compelled to register at the City Hall. The Council requested the City Solicitor to look into the matter to see if it would be in order to provide an ordinance requiring this registration.

The Chief of Police reported a complaint was received from Mr. Nevins Todd about the unsanitary condition between the two Graham buildings facing Camden and Market Street. He presented a letter from Mr. Tilghman McCabe of the Health Department which confirmed the unsanitary conditions in the rear of 135 Camden Street, the Don Graham building.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed directing the City Solicitor to inform the property owner that the condition must be remedied within a short period of time.

The Chief reported that there was broken glass in the swimming pool at the City Park and informed the Council that there had been several bad cuts received there and recommended that something be done to remedy the condition.

The need for a telephone near the pavilion in the City Park for the use of the police and guards was brought up. The Council felt it important and should be looked into and appointed a committee of Councilman Duffy, Chief Chatham, and the City Engineer to look into it and to bring back recommendations for the next meeting.

Chief Chatham reported he was having more trouble than ever

before with dogs and that he received advice that three people had been bitten by dogs recently and suggested something be done to remedy the present situation. The Council after some consideration instructed the City Solicitor to repeal or change the present dog ordinance to make effective the following new conditions: that all dogs on the public streets and highways should be on a leash; that all dogs should be licensed and that the licensing should be permanent; the fee should be \$1.00 per dog; that the police and the dog catcher should have the authority to shoot or remove from the streets any dog found running at large. The motion was offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

4. Mr. Edgar Porter, Attorney for Clara Reeds, came before the Mayor and Council to ask that the Council provide some means for her to procure a fortune teller's license on some plan for a period of less than one year which would require a \$300 deposit at one time. At a later time during the evening the Council instructed the Clerk to advise Mr. Porter that the ordinance specifically stated that no license could be issued for a period less than one year and that they were therefore unable to help them in the matter.
5. The Building Inspector, Mr. Hastings, reported that the building owned by James W. White on Broad Street was in very bad shape and presented a fire hazard. The Council instructed Mr. Hastings to call on the owner to ask him to remedy the situation.
6. The Building Inspector reported that a corner of the building belonging to L. W. Gunby Co. formerly occupied by Powell Motor Company was being washed out by the river. He was instructed to advise Miss Lowe of the Gunby Company.
7. The Harbor Master, Mr. Insley, reported on a letter received from the Department of Tidewater Fisheries of the State of Maryland signed by the Chairman, Mr. Edwin Warfield, Jr., The report was to the effect that the Commission found no damage done to the oysters in the recent dredging operation. Councilman Russell offered a motion which was duly passed to accept the report and ask that a copy of the report be furnished to become a part of the minutes.
8. Mr. John E. Morris came before the Mayor and Council to inform them that he might be in a position to sell or buy part of the dump property and requested the City to give him their price on that parcel of land east of Cypress Street lying between Willow & Blake.

After some discussion Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed offering all that parcel of land owned by the City lying east of Cypress Street and west of Lake Street between Willow Street

June 29, 1942

and Blake Street for the lump sum of \$35,000. The Clerk was instructed to so notify Mr. Morris and to advise him that it would be necessary to pass an ordinance to provide for the sale before a deed could be passed in the event he wished to accept the offer.

9. The committee appointed to make recommendations on uniforms for the park guards reported and recommended that to the length of time required to get a uniform that the City not consider summer uniforms but go ahead with the measuring and placing of an order for winter uniforms.
10. Vouchers No. 18174 to 18217 inclusive were read, approved, passed and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
11. The City Engineer presented a bid from Mr. A. P. Isakson on sewer contract No. 402-s for the excavation lay and pack filling 12" T. C. pipe on East Church Street between Sarafoga and the East Salisbury School as follows: \$1.95 per lin. foot, approximately 800 feet; \$5.00 per vertical foot M.H.'s.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to approve the acceptance of the bid subject, however, to the final approval of the Board of Education.
12. The City Engineer presented a letter from Martin & Schwartz which advised the Council that their company did not anticipate any smoke nuisance from their new plant on College Avenue since they have installed the latest type of coal stoker and that it would always be used for heating purposes only. The City Engineer was instructed to so notify Mr. Fred Battle.
13. The Superintendent of the Water Department presented a complaint from Mrs. Lillian Short on her water bills for her Main Street property, especially an item of \$8.34 which she claimed was excessive. The Council decided that it should be adjusted in accord with established custom of averaging the bills and rendering a new one in that way.
14. A complaint on a water bill from E. Homer White was also received and since it was a comparatively new account the Council considered it best to hold the account for another three month period in order to see if the consumption decreased, after which time it was to be brought up again.
15. The Council received a request from Red Star Motor Coaches for the City to assist them in providing for drainage of their property. The City Engineer estimated the cost to be approximately \$337.50. The Council further found that they had no money for this work on hand at the present time but agreed to consider it in the new fiscal period after Oct. 1.

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16. The City Engineer was authorized to work with Mr. Taylor to see if the curb and gutter and sidewalk could be relined and replaced at the intersection of East Main and the By Pass. The City agrees to replace the curb and gutter at its expense provided the Taylors will replace the sidewalk.
17. A letter from Dr. Justin C. Wood was received and read before the Mayor and Council. The letter asked that the City stop all truck traffic on North Division Street between the hours of 9:30 to 12:30 Sunday mornings and reroute them over Poplar Hill Avenue to Isabella Street in order that Sunday morning worship could be conducted without the distraction occasioned by the heavily loaded trucks with cut outs open. The Clerk was instructed to write Dr. Wood and inform him that they would consider his proposal.
18. The dog catcher's report was presented and showed 32 dogs picked up among other things. It was ordered accepted and filed.
19. A bill from Dr. William Murphy, V. M. D. was presented in the amount of \$164.65. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing it be paid.
20. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving and authorizing the signing of increases No. 601 to 791 inclusive except Nos. 601-40-41-42-43-44, 46-47-48-49-51-52-718-33-34-53-59 which were marked Void. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving decreases No. 1167 to 1342 inclusive except Nos. 1301-14-21-22-27 which were marked Voic and not approved.

There being no further business, the meeting adjourned at 11:30 P.M.

APPROVED:

W. J. Gorman
President of Council

W. H. Dinsley
Clerk

7/6/42
Date

REPORT CONCERNING EFFECT ON OYSTER BEDS OF CHANNEL
DREDGING OPERATIONS BY U. S. GOVERNMENT IN
TANGIER SOUND AND WICOMICO RIVER-1940 and 1941

The State Legislature at its session of 1937 included in Chapter 515 (appropriations) and enacted into law the following:

"For damage to oyster beds in the Wicomico River, caused by operations of Federal Government and contingent upon the dredging of a channel from the Chesapeake Bay through Hooper's Straits to Great Shoals Light, thence to Salisbury by the Federal Government. This expenditure, or so much thereof as may be necessary, to be subject to the approval of the Board of Public Works, not to exceed\$15,000.00 for 1938 and \$15,000.00 for 1939."

Congress subsequently authorized the U. S. Engineer Office, Baltimore, Maryland, to proceed with the work, and plans were approved by the War Department for a 14 foot (and one foot over depth) channel from Chesapeake Bay through Wicomico River to Salisbury. A short six-foot channel leading into the marsh below Mt. Vernon as a small boat harbor was also authorized.

The same channel was to be deepened and widened that had been dug to 12 feet in 1931 by the Government, but the State on that project had appropriated nothing for damages to oyster beds. No damage claims were filed.

In September 1938, the U. S. Engineer Office issued plans for the proposed work which disclosed that approximately 330 acres of public oyster bars and 451 acres of private oyster beds, owned by 38 individual lessees, might be damaged by dredging operations. In view of the probable high mortality to both publicly and privately owned oysters, the plans, as drawn, did not meet with the approval of our Department and recommendations were made suggesting certain changes in proposed dredging methods which, we believed, would minimize the probabilities of damage to oyster beds. The War Department finally agreed to the changes suggested with the proviso that local interests bear the additional cost involved, amounting to Fourteen Thousand Dollars. In October, 1939, the Board of Public Works authorized the payment of this sum to the War Department out of the Thirty Thousand Dollar fund appropriated as set forth previously in this report.

Before proceeding with the actual work the Government required a signed agreement with each share property owner and oyster

lot lessee likely to be affected by operations. This agreement, which follows, was signed by each oyster bed lessee, with the exception of G. Allen Hopkins (5 acres), his wife, Viola Hopkins (10 Acres) and Marvin Cox (15 acres). It is understood that the Board of County Commissioners of Wicomico County satisfied the Government by agreeing to assume responsibility so far as these three lessees were concerned.

This agreement reads:

PROPERTY DAMAGE DREDGE AGREEMENT

"THIS AGREEMENT, Made this ____ day of ____, in the year 1937, by the undersigned owners of property adjoining or near the Wicomico River in the State of Maryland, the respective parties being severally herein called the "Owner", witnesseth: WHEREAS, The United State of America, hereinafter called the "Government" proposes to dredge the channel of the Wicomico River to a depth at mean low tide of fourteen to sixteen feet, and to widen said channel; and WHEREAS, the owners deem it in his interest to have said project begun and completed at the earliest possible date; and WHEREAS, in order to carry out said project, certain spoil areas are necessary to receive materials dredged from said river, and certain use of private property for the operation of pipe line and other equipment used in connection with said dredging, and necessary to reach other properties in depositing dredged materials, must be arranged and provided for; and WHEREAS, the undersigned owners deem it in their interest to permit such use of their property abutting or near said river, and desires fully to cooperate with the Government in said dredging operations; NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That in consideration of the sum of One Dollar (\$1.00) paid each of the undersigned owners by the Government, and by the Board of Commissioners for Wicomico County, hereinafter called "Wicomico Commissioner", and by the Board of Commissioners of Somerset County, hereinafter called "Somerset Commissioners" receipt of which payments are by each of the property owners hereby agreed, and in further consideration of the benefits to accrue to the public generally and to the undersigned in particular through said dredging operation, the undersigned owners do jointly and severally hereby agree with the Government and/or Wicomico Commissioners, and/or Somerset Commissioners to permit the Government to save harmless and waive on behalf of ourselves, their heirs and assigns any present or future claims or demand of any nature whatsoever in law or in equity against the Government, and/or, Wicomico Commissioners, and/or Somerset Commissioners, their contractors, sub-contractors, agents and servants for all or account of any direct and consequential dredging to their several properties in near, abutting or under the waters of said Wicomico River together with improvements and appurtenances, and all property, real, personal or mixed now and hereafter existing in connection therewith, as the result of said dredging operation, if and when the said shall take place, or result after said dredging operation and attributable to the

deepening and/or widening of said channel contiguous to the several properties affected.

OSTER BED DAMAGE DREDGING AGREEMENT

PROVIDED HOWEVER, that whereas it is proposed by the State of Maryland before carrying on such dredging operation over or across the oyster bed or beds of the undersigned to have the same inspected by the State Conservation Commission of Maryland, and further, after said dredging operation to have said bed or beds reinspected by said commission, AND WHEREAS, there has been appropriated by the State of Maryland a fund not exceeding \$30,000 for the purpose of paying the owners of such oyster beds a proportional share of said fund as compensation for such damage to their oyster bed, NOW THEREFORE, the undersigned owners for themselves, their heirs and assigns do jointly and severally agree to accept as full compensation for any damage which may be done to their respective oyster beds by said dredging operation, a proportionate share of said total available - maximum fund of \$30,000 in the ratio which the State Conservation Commission of Maryland may determine to be the amount of their respective damages to the total amount of damages to oyster beds incurred through said dredging operation in the Wicomico River, it being understood, however, that the maximum amount payable to all owners of all said oyster beds shall not exceed \$30,000 and that the amount of damage payable hereunder shall be in the proportion just set out and not exceed in any event the actual damage occurring to any particular oyster bed. It being understood that such payments after due shall be paid the owners by the Board of Public Works of Maryland pursuant to enactment of the 1937 Legislature of the State of Maryland, AS WITNESS our hands and seals the day and year, first above written.

Before the contractor began preliminary work, March 25, 1940, on construction of dikes to hold spoil on the marshes, this Department, pursuant to the agreement, conducted a complete survey and examination of each oyster leasehold. In company with each lessee, or his authorized agent, each lot was sounded throughout; each oyster lump was sampled with depth, character of bottom, counts of large oysters, culls and boxes in each tong recorded.

To secure data relating to additional mud in the waters attributable to dredge operations, mud traps were set up at critical points along the line of work. The traps were of the type approved by the U. S. Bureau of Fisheries and War Department and used with marked success in studies of the effect of dredging operations on

oyster life in South Carolina in 1936. Separate records were obtained at each trap of the amount of mud settling on oyster beds before the dredge approached a station, while the dredge worked nearby, and after the dredge passed on.

The courses of tides under varying conditions were carefully charted by means of submerged floats to determine the direction of flow of any mud in suspension.

Throughout the period of dredging activity frequent inspections on our part, in cooperation with constant inspection by War Department inspectors, promptly corrected conditions such as leaking dikes and scows and all unnecessary disturbances of bottom adjacent to oyster beds.

The hydraulic dredge started work at the lower end of the hydraulic section off Holland Point in Wicomico River on April 29, 1940 and, advancing northeastward, completed all dredging, including the side channel and harbor below Mt. Vernon, to the upper limit of oyster beds August 19, 1940. This dredge then continued on above our area of investigation to Salisbury.

Work was resumed in our critical areas on June 2, 1941, westerly of Sharkfin Light House by clam shell dredge; the spoil being hauled by scow to deep water northwest of Haines Point. The dump area was located and, although tide courses showed that mud in suspension would not affect it, Haines Point Natural Oyster Bar was examined frequently while the dump was in use to check any accumulation of mud from the dump.

On August 8, 1941, the dredge reached Great Shoals Light House. From this time until completion of the project just below Holland Point on November 24, 1941, the dredge worked in an area of concentration of adjacent leased oyster beds.

~~Two weeks after completion of the project each lessee was~~ requested by registered mail to enter with this Department a claim, if any, for damages to his oyster bed. Of the 38 lessees in the area, 20 filed claims, 3 wrote that no damage had been sustained, and 15 waived claims by failing to file within the specified period.

Accordingly, six months after completion of dredging operations, in May, 1942, the leaseholds of each claimant was re-examined in the presence of the lessee, or his agent, in manner similar to

original investigation. The same lumps on each lot were tested and the counts of large oysters, culls, and boxes in each long were recorded to compare with pre-dredging figures.

The afore mentioned agreement, not signed by three of the claimants (G. Allen Hopkins, Viola Hopkins, and Marvin Cox) stipulates that this Department shall certify to the Board of Public Works the amount of damage sustained by each lessee. As a basis for estimation, a number of factors are considered: location of leasehold relative to channel and tidal flow; amount of excess mud settling as recorded by the traps; and comparison of results in tonged samples. In these comparisons, two incidental facts are of importance; that $2\frac{1}{2}$ oyster seasons elapsed between the two oyster bed examinations, most of which had been worked; and that no seed plantings on those beds have been made for a number of years. Thus, there is a natural tendency for the percentages of boxes per tong to increase as the marketable oysters are caught, the accretion by natural set being generally low in this area.

In the following, each claimant is listed with facts concerning his claim as determined by data acquired, and conclusions are based thereon:

Clayton Simpkins - 5 acres

Lot is 600 feet from channel and 600 feet from tide carrying turbid waters. Soft mud bottom with scattered oyster lumps; west and southwest sections contained largest concentrations. Second examination showed bottom conditions unchanged with the percentage of boxes per tong decreasing 1.8%. Mud trap located on lot showed $1/4$ " excess mud settling during 40 days dredge was in area. Conclusion: no damage sustained. (This lease expired in 1940 and was not reapplied for)

D. Moody Hornor - 5 acres

Lessee claims that S. W. corner lot was dredged up to form channel to small boat harbor. Survey shows channel actually 100 feet from S. W. corner of charted lot. Turbid water flowed close to south side of lot. Oysters scattered thin on north and west sides. Second examination showed bottom conditions unchanged with 6.7% decrease in boxes per tong. Area mud trap showed no excess mud settling during six days dredge worked nearby. Conclusion: no damage sustained.

John Rolly Jones - 3 acres

Lot is 600 feet from channel; very soft throughout. Two small hills with very few

oysters in S. E. and S. W. corners shown by first examination; lot of no value. Area mud trap showed 1/8" excess mud settling during 8 days dredge worked nearby. Conclusion; no damage sustained. (Lease was canceled in 1941)

Frank G. Thomas - 10 acres

Lot is 2000 feet from channel and 1000 feet from tide carrying turbid waters. Soft mud bottom with best lumps shoreward. Second examination showed bottom conditions unchanged but percentage of boxes per tong increased 6.9%. This increase due to bed having been worked, there being fewer large oysters. Area mud trap showed no excess mud settling during 21 days dredge worked nearby. Conclusion: no damage sustained.

Charles J. Hopkins

3 Acre lot. Lot is 2600 feet from channel and 1600 feet from tide carrying turbid waters. Soft mud only in N. E. half of lot; sand shoreward; one small hill to west. Second examination showed bottom conditions unchanged with percentage of boxes per tong decreased 11.8%. Area mud trap showed no excess mud settling during 21 days dredge worked nearby. Conclusion; no damage sustained.

6 Acres lot. Lot is 1800 feet from channel and 1050 feet from tide carrying turbid waters. Soft mud bottom with small scattered lumps. Second examination showed bottom conditions unchanged with percentage of boxes per ton decreasing 1%. Area mud trap showed no excess mud settling during 21 days dredge worked nearby. Conclusion: no damage sustained.

Bailey Thomas

5 Acre lot. Lot is 1000 feet from channel and 850 feet from tide carrying turbid waters. Mud bottom with several lumps on each side. Second examination showed bottom conditions unchanged with percentage of boxes per tong decreasing 7.2%. Area mud trap showed no excess mud settling during 21 days dredge worked nearby. Conclusion: no damage sustained.

10 Acre lot. Lot is 900 feet from channel and flood tides under influence of N. W. winds carried turbid waters over N. W. corner of lot. Soft mud bottom, good oyster lumps in north and west halves of lot. A second pre-dredging examination made 1 1/3 years later, July, 1941, showed lot to have been heavily worked with only extensive lumps remaining in N. W. sector. Final examination, May, 1942, showed lot cleared almost wholly of oysters. One small lump remaining showed no percentage increase of boxes. Mud trap on lot showed 1/8" excess mud settling during 53 days dredge worked in area. Conclusion: no damage sustained.

Julia Hopkins - 10 acres

Lot is 800 feet from channel and 200 feet from tides carrying turbid waters. Mud bottom becoming firmer eastward; scattered lumps with some young growth. Second examination showed bottom conditions unchanged with percentage of boxes per tong increasing 4.1%. Area mud trap showed 1/8" excess mud settling during 32 days dredges worked nearby. Conclusion: No damage sustained.

G. Allen Hopkins - 5 acres

Wiola Hopkins - 10 acres

Lots are 1000 feet from channel and 200 feet from tides carrying turbid waters. Soft mud becoming sandy shoreward with good shelly lumps and some young growth. During dredging, range stakes were set on lot for a short period and it was customary for tug to visit stakes twice daily. Lessees claim tug on low water churned up oyster bottom within this area. An examination immediately after project was completed in this area resulted in only 1/4 as many oysters per tong but percentage of boxes was 2% less. This lot had been worked hard for 1 1/2 oyster seasons; no evidence was found of hills of oysters being recently buried. Final examination over entire lot showed percentage of boxes per tong increasing 1.3% over original survey. Mud trap on lot showed 1/8" excess mud settling during 32 days hydraulic dredge worked nearby and no excess mud settling during 38 days clam-shell dredge was near, part of this time including the period the tug made the visits. This trap was but 80 yards from the area claimed damaged. Conclusion: no damage sustained.

Albert P. Mason - 10 Acres

Lots are 500 feet from channel and 500 feet from tides carrying turbid waters. Soft mud bottom with lumps on shoreward half of lot. Second examination showed bottom conditions unchanged with percentage of boxes per tong decreasing 4.6%. Area mud trap showed no excess mud settling during 38 days dredge worked nearby. Conclusion: no damage sustained.

George H. Causey - 3 acres

Lot is 800 feet from channel and 200 feet from tides carrying turbid waters. Soft mud bottom with only lumps N. E. and S. W. sectors. Second examination showed bottom conditions unchanged with percentage of boxes per tong increasing 3.7%. Area mud trap showed no excess mud settling during 62 days dredge worked nearby. Conclusion: no damage sustained.

John R. Pruitt - 5 acres (Lease canceled in 1941)

J. H. Pruitt - 30 acres

Wm. Earl Hoffman - 30 acres

Wm. M. Hoffman - 30 acres

Lots are 800 feet from channel and flood tides carried turbid water over portions of lots. Soft mud bottom on outside becoming firmer northward to sand. Many good lumps in southeast,

north, and southwest sectors. During dredging, range stakes were in S. W. sector and lessees claim visits of tug churned up bottom although there are eight feet of water over oysters in this section. Second examination failed to show any change in the lumps, the counts of oysters and boxes remaining almost identical. Mud trap on lot showed no excess mud settling during 62 days dredge worked nearby. Conclusion: no damage sustained.

Marvin Cox - 15 acres

Lot is 800 feet from channel and 800 feet from tides carrying turbid waters. Very soft mud bottom; sandy in S. W. sector. Small lumps in N. W. and east sections. Second examination showed bottom conditions unchanged with percentage of boxes on the two lumps increasing 11.8%. This increase is due to proportions on such a small quantity of oysters on the lot. Mud trap on lot showed 1/8" excess mud settling during 68 days dredge worked in area. Conclusion: no damage sustained.

Charles T. Fisher - 9 acres

Lot is 1600 feet from channel and 600 feet from tides carrying turbid waters. Mud bottom with lumps in center, N. E. and S. E. sections. Second examination showed bottom conditions unchanged with percentage of boxes per tong increasing 5.6%. Area mud trap showed 1/16" mud settling during 58 days dredge worked nearby. Conclusion: no damage sustained.

D. Elmer Webster - 5 acres

Lot is 1500 feet from channel and 800 feet from tides carrying turbid waters. Soft mud bottom with good lumps scattered close to boundaries of lot. Second examination showed bottom conditions unchanged with percentage of boxes per tong in N. W. sector increasing 13.3%. This lot has been worked steadily and percentage increase is due to fewer oysters per tong. Area mud trap showed 1/8" excess mud settling during 53 days dredge worked nearby. Conclusion: no damage sustained.

Thirza Truitt - 15 acres

Lot is 2000 feet from channel and 1200 feet from tides carrying turbid waters. Soft mud bottom with two lumps in eastern sector. Second examination showed bottom conditions unchanged with percentage of boxes per tong decreasing 1.7%. Area mud trap showed 1/8" excess mud settling during 53 days dredge worked nearby. Conclusion: no damage sustained.

Jacob N. Newton - 15 acres

Lot is 2200 feet from channel and 1400 feet from tides carrying turbid waters. Soft mud bottom

with scattered lumps in north and west sections, second examination showed bottom conditions unchanged with percentage of boxes per tong constant. Area mud trap showed 1/8" mud settling during 53 days dredge worked nearby. Conclusion: no damage sustained.

As a summary, prominent factors of our investigations and continuous inspections throughout the period of operations are reviewed. There was no spoil discharged directly on any oyster beds, mud from the dikes did not flow back into the water, spoil water always was practically clear and did not empty near oyster beds. The mud traps, placed in the most favorable places to collect sediment, showed consistently only a minute quantity of mud settling with an even smaller layer necessarily accumulating on the bottom. Damage by the tug, claimed in two instances, apparently was of minor importance for no marked change in bottom conditions or tong comparisons could be observed. The percentage change in dead oysters (boxes) was in general inconsequential and bore no relation to distance from dredge and turbid water; an oyster bed 500 feet from channel showed 4.6% decrease in boxes while one 2000 feet away had a 6.9% increase. As an incidental observation, it is pointed out that interspersed among lots of claimants are an equal number of beds, the lessees of which claim no damage.

Study of all data collected has resulted in our consistent conclusion that oyster beds in Tangier Sound and Wicomico River were not damaged by channel dredging operations of the Government in 1940 and 1941. It is to be noted that our conclusions are corroborated by the finding of Government agencies in their extensive investigations of effects of dredging operations on oyster beds in South Carolina in 1936, whereby the following facts were established.

Dredging operations liberate no toxic substance and do not change water temperature, salinity or pH; there is no effect of turbid water on oysters spawning or setting of spat, and no effect on yield or weights of meats. Unless oysters are actually buried by spoil, they are not killed by dredging operations.

Respectfully submitted

John C. Widener
Hydrographic Engineer
Department of Tidewater Fisheries

June 20, 1942

CITY HALL - SALISBURY, MARYLAND - JUNE 29, 1942

The Mayor and Council of Salisbury met in executive session at the City Hall Monday night at 11:30 P.M. Monday night June 29 with the following members present: Mayor I. Virgil Hitchens, President of Council Werner T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy.

1. The City Engineer reported on airport work and problems to date. He reported that they were having a meeting Tuesday to further discuss the work.
2. The Mayor and Council upon a motion offered by Councilman Duffy, seconded by Councilman Hayman and duly passed authorized a change in the salary of Wakeman Whayland to \$26.00 per week effective for the week beginning June 29.
3. The City Clerk reported on those employees recently employed for the sixty-day period whose time would shortly expire, a copy of the report is attached to the minutes.

The Clerk was instructed by the Council to write the Civil Service Commission and ask that these temporary employees be continued for another 60-day period.

4. The City Engineer presented a request for an increase in salary in behalf of Mrs. Rebecca Brittingham. No action was taken on the request.
5. The City Treasurer informed the Council that Miss Natalie Wimbrow had received an offer of \$18 per week for new work and asked if the Council desired to offer her the same amount in order to retain her services.

Because the Council desired to make no increases for the present budget year, the Treasurer was instructed to advise her that they would be glad to go as far as they could in the new budget year but were unable to do anything at the present time.

The Treasurer was authorized to contact the Civil Service Commission and request authority to employ someone if possible to begin ~~July 6~~ ^{July 6} at the rate of pay to be \$15.00

6. The Treasurer presented a report on the number of people passing household furniture tax to the City of Salisbury. The matter was discussed by the Council and a motion was offered by Councilman Russell, seconded by Councilman Hayman and duly passed authorizing and instructing the Treasurer and Tax Collector to make no assessments for the year 1943 and on on household furniture.

There being no further business, the meeting adjourned at 12:15.

APPROVED:

W. T. Gardner
President of Council

Walter H. Duffy
Clerk

July 6, 1942
Date

CITY HALL - SALISBURY, MARYLAND - JULY 6, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, July 6 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. Mr. H. S. Wroten came before the Mayor and Council asking that the City make his driveway entrance on East Church Street a no parking area. The Council agreed to paint the curb red and instructed the police department to enforce no parking.
2. The Chief of Police presented his weekly log, parking violation report and the monthly gasoline consumption report which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

In reference to Dr. Wood's letter the Chief informed the Council he believed there was nothing that he could do at the present time since heavy traffic was already rerouted through Priscilla Street and since the By Pass about August 1 would probably solve the problem.

3. Mr. Hastings presented his building report for the month of June which showed permits issued in the amount of \$11,162.

Mr. Hastings reported on the concrete floor at Fire House #2 saying the concrete there was apparently in bad shape. The Council instructed him to secure a price of a paint-type floor covering by the next meeting of the Council.

4. Mr. James A. White presented a report on the scope of work covered by the plumbing division for the month of June together with a report on his other activities which were both ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.
5. The Harbor Master, Mr. Roland Prag, reported that quite a quantity of trash had accumulated in the river on Main Street near the bridge control tower.
6. The City Engineer reported that there appeared to be a large quantity of broken glass in the City Pool and that another cut had been reported during the week. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed that the committee recently appointed on the telephone call on Mrs. ~~Lane~~ ^{Lane} at the Park and try to arrange with her to use paper cups instead of allowing the bottles to be taken away from the pavilion.
7. The Mayor brought up the matter of truck deliveries to the park concession stand at the request of the Coca-Cola people. The matter was ordered referred to the Park Commission.

July 6, 1942

8. The City Engineer reported that Priscilla Street was showing heavy wear from traffic and suggested it might be turned over to the State since it was now becoming a main road. The Council concurred.
9. Mr. Lex Grier presented an invitation to the Mayor and Council to attend a showing of pictures at the State Teacher's College at 8:00 P.M. Tuesday night on war work and its relation to airplane spotters.
10. The City Engineer reported he had sought to find someone to cut weeds in the City streets since the City's machinery was no longer useable. He reported he had only been able to find one person, Mr. Ray Phillips, who was equipped to do the work and who would charge \$1.40 per hour. The Council suggested asking the State Roads Commission for their mower.
11. The City Engineer presented a request from Mr. Raymond Hitch for a 56 foot extension of water services on Glen Avenue to his property which is outside of the City limits, together with a sewer connection leading to Mr. Grant Goslee's property from which he would carry it to the back of his property.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed granting permission to extend water services to Mr. Hitch provided he pay the cost of construction and provide for the sewer connection, providing the construction cost be assumed by Mr. Hitch with a \$5.00 yearly rental charge since the property was outside the City limits.

12. The City Engineer informed the Council that the State authorities had approved the purchase of 12,000 gallons of asphalt by the City. He further reported that the only bidder who offered to furnish the asphalt was John R. Hitchens of Seaford, Delaware who quoted 12½¢ per gallon delivered to the tank and 14½¢ per gallon applied.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed approving the purchase of 12,000 gallons of asphalt from John R. Hitchens for the account of the Special Street Fund.

13. Mr. P. A. Morrison of the State Roads Commission came before the Mayor and Council asking for permission to erect stop signs along the streets entering the By Pass. The Council approved.

He also advised the Council that North Division Street should be made a one-way street for south bound traffic only from the By Pass intersection near Calloway Street to the new opening to be cut from North Division Street to the By Pass between Livingston Street and Union Avenue. The Council approved the recommendation.

July 6, 1942

14. The City Engineer presented a letter from the Pennsylvania Railroad Company asking that the By Pass crossing of the B. & E. tracks be covered with asphalt instead of cement. The City Engineer was instructed to take up the matter with the State Roads Commission.
15. The City Engineer reported he had been unable to secure priority ratings for the necessary well points and equipment to construct the wells recently awarded to Shannahan Artesian Well Company. He reported, however, that the Shannahan Company was able to procure points of a different size without a priority rating and recommended that the alternate be accepted and the well in the park be constructed.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the City Engineer to proceed with the construction of a 16" well in the park and that he refer the question of the possible construction of the other to the original committee who recommended the work.

16. The City Engineer presented a letter from the Salisbury Transit Company requesting permission to apply two signs in or on the sidewalk area of North Division Street to show the departure time of the Salisbury Transit busses, one sign to be placed in front of the Masonic Temple Building and the other in front of the Court House lawn. The matter was referred to the Traffic Commission.
17. Mr. Morrisson returned and recommended to the Council that no parking be allowed on that part of North Division Street which was to be made a one-way street as referred to in Resolution No. 13.
18. The City Solicitor presented a request for a price on the ~~residence~~ of the Clem Burris lot on the By Pass at Church St. The Council instructed the City Solicitor to advise his client that a price had not yet been worked out on the By Pass property.
19. The City Solicitor presented Ordinance No. 485, "an ordinance regulating and licensing dogs within the corporate limits of the City of Salisbury and providing penalties for failure to comply therewith" and was read for its first reading, ordered approved and posted upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
20. The City Solicitor presented Ordinance No. 484, "an ordinance repealing Ordinance No. 414 and Ordinance No. 453 relating to the licensing of dogs in the City of Salisbury and the collection of dog license fees and etc." Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed approving the Ordinance for its first reading and ordering it posted.

July 6, 1942

21. The City Solicitor reported that an ordinance providing for new licensing of bicycles at the approximate cost of \$.25 could be satisfactorily enacted in his opinion.
22. Mr. C. L. Dickinson, Chairman of the Traffic Commission, came before the Mayor and Council and asked that the east side of Railroad Avenue between Elizabeth Street and Isabella Street be designated as a no parking area between the hours of 8:00 P.M. and 6:00 A.M.. Councilman Hayman offered the motion which was seconded by Councilman Howie and duly passed approving the recommendation and authorizing the billing of the Pennsylvania Railroad for the necessary signs.
23. Mr. C. L. Dickinson recommended that his previous recommendation of five or six weeks ago be now considered. The Clerk was ordered to bring up the recommendations for the next meeting.
24. Councilman Duffy reported on his work on Maryland Avenue. He advised the Council that Mr. Derby would change his house number and that Mr. Mitchell and Mr. Morris would allow the City to change the number as they saw fit.
25. Vouchers No. 18218 to 18241 inclusive were read and ordered signed by the Treasurer and President of Council upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
26. The President of Council presented a request in behalf of G. Ryland Taylor to reroute traffic from William Street between North Division Street and Poplar Hill Avenue due to the serious illness of his wife.
27. The President of Council called the Fire Department's request for an inhalator to the Council's attention. The Clerk was instructed to advise the Fire Department committee to take it up first with the Commissioners and to report back to the Council.
28. The minutes of the regular meeting of June 29, 1942 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
29. The City Clerk was instructed to secure figures from the City Engineer and the Building Inspector on the cost of replacing the present City's buildings and to report at the next weekly meeting.
30. The minutes of the special meeting of June 29 were read and approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
31. The City Engineer advised the Council relative to the airport work.

Minutes of the Mayor and Council

Page #5

July 6, 1942

30 days
w/108

32. The City Treasurer presented a letter from Mrs. Harriet S. Nichols requesting a temporary leave of absence. The Council approved.
33. The City Treasurer recommended that Natalie Wimbrow be placed on the payroll in the position formerly occupied by Harriet S. Nichols at the same rate of pay (\$18.00). The Council approved and ordered the change.

There being no further business the meeting adjourned at 11:15.

APPROVED:

Date

7/13/42

W. S. Gorman
President of Council

Clerk

W. H. Indeg

CITY HALL - SALISBURY, MARYLAND - JULY 13, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, July 13 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. The minutes of July 6 were read and approved upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed.
2. Chief Chatham presented his weekly log which was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
3. Mr. Hastings reported on his call on Mr. White relative to his building on Broad Street. Mr. White informed him he would try to do something with it.
4. The Building Inspector, Mr. Hastings, reported that the paint-type floor covering for Fire House #2 would cost approximately \$350.00.
5. The City Solicitor presented Ordinance No. 484, an ordinance repealing Ordinance No. 414 and Ordinance No. 432 and Ordinance No. 453 all relating to the licensing of dogs, etc.

At this point letters were read from Mr. John W. Downing opposing the repeal and re-enactment of a new dog law and a letter was received from Mrs. Ernest A. Hearn which was in favor of the re-enactment of a new dog law. Some other verbal comments forwarded to the Council were presented.

After some discussion a motion was offered by Councilman Hayman, seconded by Councilman Russell and duly passed approving the passage of the Ordinance No. 484.

Ordinance No. 485 was presented by the City Solicitor. The Ordinance regulates and licenses dogs within the corporate limits of the city of Salisbury, Maryland and provides penalties for failure to comply therewith.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed finally approving the Ordinance and authorizing it signed.

The Clerk was instructed to check into the matter of procuring new dog tags.

7. The City Solicitor reported that the deed for the opening and widening of Washington Street had been presented to the owners for their signature and that he anticipated some little trouble in having it completed. However, he was working on it hoping to complete it.
8. The City Engineer presented bids for the excavation and laying of T. C. pipe on the Church Street sewer extension together

July 13, 1942

with the excavation and construction of M.H.s. The only bidder was A. P. Isakson and the bid was as follows:

Excavation for 12" T. C. pipe, labor, etc. - \$1.95 per lin. ft.

Excavation and construction for M.H.s - \$5.00 per vertical ft.

Since there were no other bids presented in response to an advertisement Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the award to A. P. Isakson subject, however, to him obtaining the proper compensation at his own expense.

9. The City Engineer presented a letter from Mr. P. A. Morrison of the State Roads Commission advising the Council that the quantity of work they had before them would prevent them from offering the City the use of the mower from some time to come and suggested they try to find some other mower. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing advertisement for bids.
10. Another letter from Mr. P. A. Morrison of the State Roads Commission dated July 10, 1942 was received which advised the Council that they, the State Roads Commission, in response to a request from the B. & E. Railroad Company would place a bituminous surface over the B. & E. tracks across the Salisbury By Pass.
11. City Engineer presented a quotation from Joseph G. Polliard Co. Inc., 142 Ashland Place, Brooklyn, New York for the following:
1 No. W-64 Magnetic Dipping Needle, F. O. B. Salisbury - \$15.21. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the purchase of this item for the Water Department.
12. The City Engineer presented a request for adjustment in the water account of Uriah F. & Manna K. White. He presented a statement of her water charges from date through 1939.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Water Department to average the past billings and render her a new bill in accord with the usual custom.
13. The City Engineer presented a request in behalf of James E. Lowe for a refund in the amount of \$69 due him as a refund on the money posted for water main extension. The refund was due to the construction of the Raymond Ruark house in accord with the written agreement. The refund was approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

Mr. Lowe also asked for a refund on the Lloyd A. Richardson

deposit for sewer extensions due also to the Raymond Ruark new construction. The Council was informed the agreement in the minutes of November 25, 1940 provided for a refund in the following manner: 65% of the amount of taxes paid on the property along the extension beginning with the year 1941 would be refunded. The Council ordered the refund calculated for presentation at a later meeting.

Takes on Insurance into account
W.H.B.

14. The City Engineer presented a request for a refund in the water account of Mrs. Eva Gillis of Camden Avenue. No final decision was reached.
15. The City Engineer reported Water Department delinquent collections for the month of June was in the amount of \$1,607.99.
16. The City Engineer presented the water account of Mrs. Emma V. Waller on Camden Avenue which was in the amount of \$163.50.
17. The City Engineer reported on Civilian Defense needs for Camden District as was reported to him by Mr. R. Ted Purnell. The needs were itemized in order form in the total amount of \$528.29. The committee requested the City to purchase the items listed on the order form in their name and pay the sum of \$170.13 on the purchase which sum they had posted with the City Treasurer. The balance was to be paid by the Civilian Defense committee. The request was approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
18. The City Engineer presented a letter from Mr. Thomas N. Potts, Jr. relative to war damage insurance. The City Engineer estimated the cost of the Water Department's buildings and equipment as follows:

Main pumping plant Bldg.	\$20,000.00	\$50,300.00
pumping plant No. 2	2,000.00	2,000.00
pumping plant No. 3	2,000.00	2,000.00
Aerator and reservoir	24,500.00	1,200.00
Pavilion and bath houses	2,500.00	
Water wells 1 through 5		
\$4,000.00 each	20,000.00	
Water wells No. 6 and 7		
\$3,500.00 each	7,000.00	
Camden elevated Tank		
300,000 gal. capacity	17,000.00	
New Town elevated Tank		
200,000 gal. capacity	13,000.00	
Standpipe (Lemon Hill)		
80,000 gal. capacity	9,000.00	
	<u>\$117,000.00</u>	<u>\$55,000.00</u>

1942 International Pickup	\$1,500.00
1940 Dodge Express	800.00
1940 Chevrolet Pick up	600.00
	<u>\$2,900.00</u>

Premium on Buildings, etc.,	\$210.60
Premium on contents, mch. and equipment	99.90
Premium on trucks	4.35
Total Premium	<u>\$314.85</u>

He advised the Council the total premium as quoted would be \$314.85. Councilman Hayman offered a motion which was seconded by Councilman Howie approving the placing of the insurance.

19. The City Engineer presented the following quotations on stone dust for street work.

Arundel Corporation, Baltimore Maryland - \$250 per T, F.O.B. boats, Salisbury, Maryland; \$254 per T, F.O.B. Mill Street siding, Salisbury, Maryland.

Pocahontas Coal Company, \$285 per T, F.O.B. stock pile, City Yard, Salisbury, Maryland.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the purchase of 300 tons of stone dust at \$285 delivered to be paid from the Special Street Fund.

20. City Engineer presented a letter from Mr. F. A. Grier, Jr., Chairman of the Park Commission approving the opening of a road into the City Park.

The Council agreed to consider the proposal in their new fiscal year since there was no money available at the present time.

21. The statement of income and disbursements of General Fund for the period October 1, 1941 to June 30, 1942 inclusive was presented to the Council, accepted and ordered published in part in both City papers.

22. Vouchers No. 18242 to 18270 inclusive and Vouchers No. 18298 and 18299 were presented approved and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

23. The President of Council presented an offer from Mr. F. L. Insley for the trade of his property on William Street for the City's Adkins property on Williams Street. The Council discussed the proposal and the President appointed Councilmen Duffy, Howie, Russell together with the Mayor and Building Inspector to check the two properties and report their opinion of value to the Council next week.

24. The City Treasurer was instructed to prepare a voucher for the Chamber of Commerce in the amount of \$25.00 for a year's membership.

July 13, 1942

25. Councilman Russell asked what action had been taken toward no parking on Lake Street from Isabella to the B & E tracks and found that that section of the street was not covered by the recent no parking provisions. The Council thereupon ordered the extension of signs of Lake Street to the B & E Railroad track the same as on the southern part of Lake Street.
26. The weekly dog report showing 29 dogs picked up was presented, ordered accepted and filed.
27. A letter from Salisbury Lions Club endorsing the proposal for a new system of house enumeration and street naming in Salisbury and ordered accepted, acknowledged, and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
28. Three letters from the Civil Service Commission were received. The first of which granted a 60-day extension for the re-employment of the following:

Charles Kelly
James Reid
Carl Wilkins

Fred Smullen
Ernest Mitchell
John Purcell

The second one granted permission to hire a person as typist for a temporary period not exceeding 60 days.

The third was a report of the work of the Commission for the 6-month period ending June 30 and was as follows:

Our Commission was formally organized and held its first meeting on January 5, 1942, since which time we have held sixteen (16) evening sessions.

We have been working on the Job Classifications and Standards of the various positions in the city government and in the six months' period we have passed, at first readings, nineteen (19) Job Classifications and Standards.

There are, at this time, approximately fifteen (15) more positions to be classified and job standards to be written. It now appears that this Commission will be three months in the completion of the classifications, at which time we will submit to you the entire list for incorporation in an ordinance as provided for in the Merit System Ordinance No. 467.

29. A report from John W. Downing, Chairman of the Finance Committee was received which showed among other things disbursements of \$1,181.21 with a balance in bank July 1 of \$2,534.32. It was ordered accepted and filed.
30. Councilman Duffy was authorized to purchase 2,000 drinking cups for use at the concession stand at the City Park to prevent the

Minutes of the Mayor and Council
Page #6
June 13, 1942

spread of broken glass and bottles about the Park property.
There being no further business, the meeting adjourned at 10:30.

APPROVED:

7/20/42
Date

W. J. Garroway
President of Council

W. L. H. Insley
Clerk

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night July 20 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council Werner T. Gardner, Councilmen John G. Howie, Claude E. Russell, Albin A. Hayman, and Clifford H. Duffy. *Wagabaut*

1. Mrs. Gregory of 110 Wood Street came before the Mayor and Council and requested that the Council have Mr. C. T. Jenkins move the shed from her property line.

The Building Inspector was instructed to notify Mr. Jenkins that the building line would not allow a building to be placed there and it should be moved at once.

2. Mr. Walter Willing came before the Mayor and Council and gave them an offer of \$6,500 for the Dale Adkins property and requested that they advise him before August 1 whether or not they would accept his proposal.
3. Police Chief Chatham presented his weekly log together with his consolidated monthly daily report which was ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Duffy and duly passed.

Chief Chatham informed the Council that a Federal radio inspector had found the radio frequency of the police set to be considerably off its channel; that the crystals were the wrong size. He further informed the Council that the temporary permit expires July 24 and to date Mr. Winner had done nothing toward correcting it and assisting them in procuring their license. The Council instructed Chief Chatham to confer with the attorney and to notify Mr. Winner that the City expected him to remedy the conditions at once or the City would take the necessary steps to remedy the situation at his expense.

Chief Chatham advised the Council that he had employed three extra policemen in the City Park during the night of the blackout as water department guards. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed which authorized the drawing of a voucher for the payment of the three extra guards and authorizing the signing of it. The three men were Norman Lank, \$3.00; Grover Ruark, \$3.00; and Russell Beers, \$3.00; Total, \$9.00.

4. A representative of John Wesley colored church came before the Mayor and Council and requested permission to rope off that section of Second Street lying between Main and Pearl in order for the church to give a benefit party in that block the evening of July 22 between 7:30 and 10:30 P.M. The Council found that it would be satisfactory but that he should confer with the Police Department for further instructions.
5. The Harbor Master, Mr. Prag, reported he had written follow-up letters to the owners of wharf property on the river.

6. The Building Inspector, Mr. Harry Hastings, presented bids on a liquid paint-type floor covering for the floor at Fire House No. 2. The Adkins bid was \$2.25 per gallon in three 5-gallon bottles. The only other bid received did not quote on 15 gallons. The amount needed was quoted in drum lots only. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the purchase of the 15 gallons of floor covering from Adkins & Company.
7. Mr. James White reported to the Council that he had found a hot water stove suitable for installation at 1903 North Division Street for \$5.00 and that he had been given a quotation of \$15 to install the stove. The Council instructed Mr. White to secure additional bids for the next meeting.
8. Mr. John Turner was before the Mayor and Council to discuss the new dog ordinance.
9. City Engineer Clarke Gardner reported many calls for the use of the Park island for picnics and recommended some new tables be provided. Councilman Russell informed the Council that he had had numerous requests for additional benches in the Park property. Council President Gardner appointed a committee composed of Councilmen Russell, Duffy, and Howie to investigate the needs at the Park and to purchase those tables and benches deemed necessary.
10. The City Engineer informed the Council that he recommended increasing the war damage insurance recently authorized by \$500 to include an air compressor. A motion was offered by Councilman Russell, seconded by Councilman Duffy and duly passed approving the addition of this additional sum to the insurance policy.
11. A similar motion was offered by Councilman Russell, seconded by Councilman Howie and duly passed authorizing the increase in the amount of the Voucher to cover the addition in insurance.
12. The City Engineer presented a complaint from Sarah Collins of 609 Booth Street on stagnant water in front of her property in the street. A letter from the State Board of Health was presented which advised the Council that the pump at 609 Booth Street had been tested and that the water there was found not satisfactory for consumption and that she should be notified to connect with the City's water supply.

Councilman Duffy offered a motion which was seconded by Councilman Howie and duly passed ordering that she be notified to connect with the City's water supply system.
13. The City Engineer presented Purchase Order L-31 for traffic signal bids.
14. The Superintendent of the Water Department presented the Water Department's Financial Report for the third quarter. Councilman

Russell offered a motion which was seconded by Councilman Duffy and duly passed accepting the report and authorizing it published.

15. The City Engineer presented a release of all claims which he had received for the City's signature. The release was between Phillips Brothers and James Taylor and the Mayor and Council releasing them from any further claims for the consideration of \$21.50, the amount of damage. Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing the Mayor to sign the release.

16. The City Engineer presented a bid for the cutting of weeds along the City streets. Mr. Nutter Ray Phillips presented an offer to furnish one pair of mules, a highway mower with rubber tires and reliable operator for the sum of \$1.40 an hour.

Award was withheld and the Council authorized Councilman Russell and Duffy to contact Mr. Hotton on the Snow Hill Road relative to his mower.

17. The City Engineer presented a letter from the War Department signed by A. C. Knight, Lieut. Colonel, Engineering Division, in which they acknowledged receipt of a letter from the City dated July 1 and thanking them for their recent cooperation and efforts.
18. The City Engineer presented a letter from the War Production Board which recited in part that any further water main extensions would not be allowed unless it was to serve property on which construction had begun prior to July 1, 1942. If the property was started before July 1, 1942 a maximum extension of 250' would be allowed.
19. A letter was received from the War Production Board, Division of Industry Operations in connection with the City's application of preference rating on fire hose in which they requested the following information: (1) The amount of hose on hand to date, quantity assigned to each piece of apparatus; (2) the age of hose now in service; (3) the quantity of hose purchased in each year for the past eight years. The Clerk was instructed to ask the Chief of the Fire Department for the above information.
20. Mr. Thomas R. Young forwarded a recommendation to the City to prohibit the moving of long timber through Main Street suggesting that it should be rerouted through other streets. The Council ordered the matter referred to the Traffic Commission.
21. The City Engineer was authorized to advertise for bids for replacing torn up sidewalk on North Division Street near the By Pass.

July 20, 1942

22. Mr. Hilary Taylor came before the Mayor and Council to discuss realignment and replacement of the curb, gutter and sidewalk in front of his Main Street-By Pass property. The Council agreed on a meeting for 2:00 Tuesday afternoon at his property to further discuss the question.
23. The minutes of July 13 were read and approved as amended upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
24. The Clerk was instructed to reply to a recent letter from the Chairman of the Park Commission, Mr. Grier.
25. Vouchers No. 18271 to 18314 except 18298 and 18299 previously approved and Voucher No. 18281 which was marked void were all approved and authorized signed upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed.

Councilman Russell offered a motion approving the signing of a new voucher No. 18315 in order to cancel No. 18308 and rewrite it for \$1,247.75.
26. Mayor I. Virgil Hitchens informed the Council that he had employed Wilson Taylor as an extra policeman on the police force for a thirty-day period.
27. The Council discussed the offer of Mr. F. L. Insley to trade his property for the Adkins property and the Clerk was instructed to advise him that the Council felt that it would be to the best interest of the City not to accept the trade but to look for an outright sale.
28. The Treasurer informed the Council that there was \$25 remaining in the old real estate account and he knew of no obligations and suggested the account be closed out. The Council upon a motion made by Councilman Russell, seconded by Councilman Duffy and duly passed authorizing a voucher be drawn to transfer the balance to the General Fund.
29. The City Clerk presented a letter from Stanley H. Reese quoting prices on new dog tags. The Clerk was instructed to secure additional quotations as early as possible.
30. The City Treasurer presented a letter from Moody's Investor's Service of 65 Broadway, New York, requesting some information on the City's latest financial report. The Council ordered the request referred to F. W. Lafrentz Company for reply.
31. The City Treasurer reported that there was a balance on hand in an old account titled "Parking Meter Fund #2" in the amount of \$46.00 which had been running for some time and on which they were no longer writing checks and suggested that it might be transferred to the P. M. & T. Fund. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed authorizing the transfer of this sum to the P. M. & T. account.

Minutes of the Mayor and Council

Page #5

July 20, 1942

32. The City Treasurer presented a statement of the balance of \$29.47 in an account titled "Payroll old acct." on which there had been no transactions for some time and which was no longer used. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing this sum be transferred to the General Fund.
33. A bill was presented in favor of Dr. William Murphy, V. M. D. for board and disposal of dogs in the amount of \$103.10. The account was authorized paid upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
34. The dog report was presented and showed among other things 24 dogs picked up for the week ending July 18. It was ordered accepted and filed.

The meeting adjourned at 11:40.

APPROVED:

7/27/42
Date

W. S. Garrow
President of Council

W. S. Garrow
Clerk

Inserted in Publication Issue of Thursday, July 23, of the
Salisbury Times
Salisbury Advertiser

July 22, 1942

Contract 1-42-SI

(Advertisement)

CONCRETE SIDEWALKS, CURBS, ETC.
CONTRACT 1-42-SI

Sealed bids covering the furnishing of labor, materials and equipment necessary to install items noted below will be received by the Mayor and Council at the City Hall, Salisbury, Maryland, until 6:00 P.M. Monday, July 27, 1942:

- Item 1: (approximately) 2200 square feet Plain Concrete Sidewalks
- Item 2: (approximately) 20 linear feet Plain Concrete Combination Curb and Gutter
- Item 3: (approximately) 300 linear feet 6" x 7" Special Non-Reinforced Concrete Curb

The proposed work is located on the West side of North Division Street, between Livingston Street and the Overhead Bridge and is incidental to the construction of the Salisbury By-Pass.

All work to be done in accordance with Standard Specifications of the City of Salisbury and plans, together with bidding forms, may be obtained from the City Engineer's office.

The Mayor and Council reserve the right to reject any and all bids.

THE MAYOR AND COUNCIL OF SALISBURY,

CLARKE GARDNER
City Engineer

July 27, 1942

cc: ✓ Minutes
Paul V. Downing
Edgar Johnson



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

July 16, 1942

ESTIMATED REPRODUCTION COST OF
WATERWORK STRUCTURES & MECHANICAL EQUIPMENT
AS OF JUNE 30, 1942

I. WATERWORK STRUCTURES

(a) Main St. Pumping Station	\$20,000
(b) Pumping Station No.2	2,000
(c) Pumping Station No.3	2,000
(d) Aerator Building	2,500
(e) Reinforced Concrete Low Level Reservoir (550,000 gallon capacity)	22,000
(f) Pavilion & Bath House	2,500
(g) 5 Kelly Concrete Wells	20,000
(h) 2 Gravel Packed Wells	7,000
(i) Elevated Tank (300,000 gallon capacity)	17,000
(j) Elevated Tank (200,000 gallon capacity)	13,000
(k) Standpipe (80,000 gallon capacity)	<u>9,000</u>

Total Waterwork Structures \$117,000

II. MECHANICAL EQUIPMENT

(a) Main Street Pumping Station

(1) 6 motor-operated Centrifugal Pumps	\$ 9,000
(2) Motor Controls	5,000
(3) 2 Venturi Meters	5,000
(4) Low Service Priming System	2,000
(5) Diesel Engine & Generator	20,000
(6) Main Line Meter	600
(7) Chlorinator	1,600
(8) Ammoniator	800
(9) Waterworks Lighting Equipment, Conduits & Panels	6,300

(b) Pumping Station No. 2

(1) Turbine Pump & Controls	2,000
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(c) Pumping Station No. 3

(1) Turbine Pump & Controls	2,000
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(over)



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

Estimated Reproduction Cost of
Waterwork Structures & Mechanical Equipment
as of June 30, 1942

Page 2

(d) Aerator Building

(1) Aerator Equipment \$ 1,200

Total Mechanical Equipment \$ 55,500

III. LICENSED ROLLING STOCK

(a) 1942 International Pick-up & Small Tools \$ 1,500

(b) 1940 Dodge Express with Air Compressor
Mounted 1,300

(c) 1940 Chevrolet Pick-up & Small Tools 600

Total Rolling Stock \$ 3,400

TOTAL ESTIMATED VALUE OF STRUCTURES, MECHANICAL EQUIPMENT
& ROLLING STOCK \$ 175,900

CG vg

CLARKE GARDNER,
City Engineer



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

July 18, 1942

FINANCIAL REPORT ON OPERATIONS OF MUNICIPAL
WATER DEPARTMENT FOR THE MONTH OF JUNE, 1942

INCOME:

Cash on Hand June 1, 1942.	\$17,725.83
Depreciation Reserve - Cash in Bank.	10,000.00
Collections from Water Rents	7,805.17
Miscellaneous Income, Including Plumbing Permits	203.97
Payment - Loan - General Fund, per Pay Roll 6/13/42.	40.00
Total Income.	\$35,774.97

EXPENSES:

Purification & Gaging Station.	\$ 30.00
Pumping Station Expenses	1,690.41
Maintenance & Material for Service Connections, Meters & Hydrants	31.60
New Services, Meters & Hydrants, (Ref. by Gen. Fund)	55.70
Maintenance of Supply & Distribution	205.06
Superintendent, Clerks & Office Expenses	753.99
Truck Expenses, Two Trucks	104.92
Miscellaneous Expenses	3.12
Plumbing Inspection Expenses	185.13
Maintenance of Sanitary Sewers	4.33
Construction of Sanitary Sewers, (Ref. by Gen. Fund)	46.00
Fire & Liability Insurance	32.88
Maintenance of Equipment Storage House	.20
Custodians	75.00
Water & Sewer Maps & Records	135.67
Maintenance of Storm Drains.	289.00
Loan - General Fund - Pay Roll 6/13/42	40.00
Interest & Retirement on Bonded Indebtedness	2,662.50
National Defense for City Properties - Water Works	682.28
Total Expenses.	\$ 7,027.79
Cash on Hand - June 30, 1942	\$28,747.18

Respectively Submitted,

Clarke Gardner
Superintendent, Water Department

CG:GW

Note: Accounts Refundable from General Fund
are from December 1, 1941 only.



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

July 18, 1942

FINANCIAL REPORT ON OPERATIONS OF MUNICIPAL WATER DEPARTMENT FOR THE THREE MONTHS ENDING JUNE 30, 1942

INCOME:

Cash on Hand April 1, 1942	\$16,454.14
Depreciation Reserve - Cash in Bank.	10,000.00
Collections from Water Rents	24,826.47
Miscellaneous Income, Including Plumbing Permits	594.32
Reimbursement - Pay Roll Expenditure 3/16/42	2.71
Payment - Loan - General Fund, Pay Roll Exp. 6/13/42	40.00
Refund - Vch. #17276 dated 1/19/42 - Overbilled.	1.50
Total Income.	\$51,919.14

EXPENSES:

Purification & Gaging Station.	\$ 92.28
Pumping Station Expenses	3,139.97
Inspection of Storage Tanks & Standpipes, Including Maintenance of Grounds.	588.35
Maintenance & Material for Service Connections, Meters & Hydrants	109.34
New Services, Meters & Hydrants (Ref. by Gen. Fund).	205.42
Maintenance of Supply & Distribution	351.18
Superintendent, Clerks & Office Expenses	2,126.74
Truck Expenses, Two Trucks	1,087.67
Miscellaneous Expenses	53.31
Plumbing Inspection Expenses	510.40
Maintenance of Equipment Storage House	.60
Maintenance of Sanitary Sewers	85.78
Construction of Sanitary Sewers (Ref. by Gen. Fund).	262.28
Custodians	195.00
Water & Sewer Maps & Records	279.30
Employees' Bond.	12.50
Maintenance of Storm Drains.	673.00
Construction of Storm Drains (Ref. by Gen. Fund)	64.30
Carried Forward	\$ 9,837.42

\$51,919.14



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

Financial Report on Operations
of Municipal Water Department for
the Three Months Ending 6/30/42

Sheet No. 2

Brought Forward	\$ 9,837.42	\$51,919.14
Fire & Liability Insurance	63.83	
Deposit, Water Main Extensions, Refundable	210.00	
Deposit, Water Main Extensions, Non-Refundable	2.20	
Loan - General Fund - Pay Roll 6/13/42	40.00	
Interest & Retirement on Bonded Indebtedness	11,233.75	
National Defense for City Properties - Water Works	<u>1,784.76</u>	
Total Expenses.		<u>\$23,171.96</u>
Cash on Hand - June 30, 1942.. . . .		\$28,747.18

Respectively submitted,

Clarke Gardner

Superintendent, Water Department

CG:GW

Note: Accounts Refundable from General Fund
are from December 1, 1941 only.

CITY HALL - SALISBURY, MARYLAND - JULY 27, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, June 27, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council Werner T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. The minutes of July 20 were read, amended, and approved upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
2. Chief Chatham presented his weekly log which was ordered accepted and filed. The Chief reported that they had not yet secured the radio license and their present license expired July 24. The Council advised Chief Chatham to locate some other firm to repair the radio set and informed him he could go ahead with the work unless the expense was large and that if it were a special meeting of the Council could be arranged to pass on it.

The Chief advised the Council that there were considerable amounts of gasoline stored about homes in the City in small cans and containers and asked if they desired him to take any action in the matter. The Council suggested the matter be referred to the Fire Department.

Police Chief Chatham asked the Council if he should enforce no all night parking in the downtown district. They advised him that such was the law and that he should go ahead with the enforcement.

3. Mr. Nevins Todd came before the Mayor and Council to ask that the conditions in the rear of his Main Street property caused by the keeping of chickens be remedied. The Council informed him they would do what they could toward remedying the condition.
4. Mr. Roland Prag reported that Farmers and Planters Company had requested information about redyking their wharf front property on Mill Street and would apply for a permit.
5. The Building Inspector had nothing to report.
6. Mr. James A. White, Plumbing Inspector, reported that he had found a ~~gasoline~~ water heater which could be bought from Miss Myrtle Nock. He presented the following bids for installation:

Morris & Morris	Gas -	\$7.00	Bucket a day -	\$10.00
J. James Smullen	"	6.00	" " "	10.00
Wm. E. Morgan	"	7.00	" " "	5.00

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the purchase of the heater from Miss Myrtle Nock and its installation by the lowest bidder, Mr. Smullen.

7. Mrs. J. A. Price, Mrs. Lambert, and Mrs. Fooks came before the Mayor and Council to ask for a contribution for the Camden Day Nursery in order to provide for transportation of children to and from the building on the Jackson property. They informed the Council that the nursery was now taking care of thirty-six children daily and that the estimated cost of transportation was \$30.00 per month.

The Council informed them they would take the matter under consideration and advise them at a later date what they could do.

8. Mrs. John Price requested that the City enforce the cutting of weeds in the Oaks. The Council advised her that the matter was already being considered.
9. The Mayor and Council received in response to an invitation to bid on sidewalk and curb construction the following bid from Paul V. Downing:

Item 1;	(Approximately) 2200 square feet Plain Concrete Sidewalks (Class A - 1:2:4 Mix) in Place, including Expansion Joints; at Eighteen Cents (\$0.18)	Total \$396.00
Item 2:	(Approximately) 20 linear feet Plain Concrete Combination Curb and Gutter (Class A - 1:2:4 Mix) in Place; at Eighty-five cents (\$0.85)	Total \$ 17.00
Item 3:	(Approximately) 300 linear feet 6" x 7" Special Non-reinforced Concrete Curb (Class A - 1:2:4 Mix) in Place; at Fifteen cents (\$0.15)	Total \$ 45.00
TOTAL ITEMS 1 THROUGH 3		\$458.00

10. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the award to the lowest bidder, Paul V. Downing, and payment from the Public Improvement Fund if funds were sufficient and the balance if any to be paid from the General Fund.
11. The City Solicitor reported that Mrs. Hearn of Philadelphia had come to his office relative to the opening of Highland Avenue. Mrs. Hearn was one the heirs of Nathaniel T. Lewis. She informed him they might sell the property to the City if they desired it. No final action was taken on the matter.
12. The City Solicitor reported that the option for the By Pass property of L. A. Bennett contained a provision whereby the City would convey him the residue of the Shores property on the By Pass and presented a deed prepared in accord therewith for the Council's approval and signature.

Councilman Howie offered a motion, seconded by Councilman Hayman and duly passed authorizing the President of Council and Mayor to sign the above-mentioned deed.

12. The City Clerk presented a quotation from Everson-Ross Company and Stanley H. Reese on dog licenses as follows:

Everson-Ross Company	500 - - - - -	\$19.56
	600 - - - - -	23.30
	700 - - - - -	27.04
Stanley H. Reese Company	500 - - - - -	\$17.00
	600 - - - - -	21.00
	700 - - - - -	23.50

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the purchase of 700 tags from Everson-Reese to be provided with links.

13. A letter from Mr. S. Denmead Kolb was received and read before the Council in which he requested certain information on the insurance carried by the City.

The Clerk was authorized to prepare the information and present it before the Mayor and Council at the next meeting for forwarding to Mr. Kolb.

14. The City Clerk informed the Council that the dog truck is out of commission due to the need of new tires and presented an estimate from the Holloway Company in the amount of \$10.36 for tire and tube. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase of two (2) tires and two (2) tubes from the Holloway Company, to be paid for from the Dog Fund if funds were sufficient.

15. Vouchers No. 18316 to 18363 inclusive were read and approved and authorized signed upon a motion offered by Councilman Hayman seconded by Councilman Russell and duly passed.

16. City Engineer Gardner presented an estimate on the value of the City's rolling stock and engineering equipment with maps and records in the amount of \$25,100.

The City Clerk was instructed to secure costs of war damage insurance on these items together with insurance on replacement value of the City buildings in the amount of \$78,000.

17. The City Engineer reported the State Roads Commission had agreed to take care of the regrading and replacement of most of the street intersections on the new part of the By Pass, but that it would be necessary for the City to replace some of the sidewalks. He suggested that it might be better for the Council as a group to see the conditions on the various sites. The Council agreed for a meeting at 2:00 Tuesday, the 28th, to look over the needs.

July 27, 1942

They agreed to meet at Main and the By Pass and to proceed from there.

18. The City Engineer reported on the matter of relocation of the curb and gutter along the Taylor property on Main Street side of the Main and By Pass intersection. The Council agreed to replace the curb and gutter and to replace 50 per cent of the sidewalk subject, however, to a fee simple deed from the Taylors for that parcel of land remaining between the curb and gutter to the street. The motion was offered by Councilman Russell, seconded by Councilman Howie and duly passed.
19. Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing and instructing the City Clerk to prepare the deed for the parcel of land at Main and the By Pass as mentioned above. The City Solicitor was also instructed to prepare an ordinance to name the new extension of the Salisbury By Pass, "The Salisbury Boulevard." The motion was offered by Councilman Howie, seconded by Councilman Russell and duly passed.
21. The City Engineer reported that twenty park benches had been ordered and the majority of them had been received at the Park.
22. The Superintendent of the Water Department brought up the matter of the water bill of Mrs. Eva B. Gillis which was recently rendered in the amount of \$41.56. A summary of her accounts for the last five quarters was as follows: \$3.34; \$4.52; \$5.60; \$41.56; \$6.24; which made it appear that something was unusual. Mr. Smullen reported he had recently repaired a leak on her property which might have caused the unusual water consumption. Because of the leak the bill was ordered averaged and billed in the usual way. The motion was offered by Councilman Russell, seconded by Councilman Howie and duly passed.
23. A water bill in the name of Peter Linnett in the amount of \$70.00 was presented which also was abnormally high and because a leak was on the premises, this bill was cut 50 per cent upon a motion made by Councilman Howie, seconded by Councilman Russell and duly passed.
24. Since the new section of the By Pass was about completed the Mayor and Council felt it proper to provide for a formal opening and therefore the City Engineer was authorized to write the Governor of the State of Maryland and the Chairman of the State Roads Commission to ask if they could come to Salisbury for the formal opening of the road.
25. The President of Council W. T. Gardner pointed out that the Water Department had on hand \$10,000 in its reserve fund which was drawing no interest and since the government was asking that funds be invested in government bonds suggested the City purchase \$10,000 worth of bonds. The Council agreed and ordered the City Solicitor to check into the matter and report at the next weekly meeting.

Minutes of the Mayor and Council

Page #5

July 27, 1942

26. Mr. Walter Willing forwarded a message to the City Clerk asking the Council to consider his recent proposal for the purchase of the Dale Adkins property.
27. The City Solicitor was requested to report on any ordinances prohibiting the keeping of horses within the corporate limits.
28. Mr. Hastings, the Building Inspector, was requested to ask the owners to cut the weeds on their property in the Oaks.
29. The Council authorized the salary of George Wilkinson be fixed at \$25.00 effective for the week beginning July 27.

The motion was made by Councilman Duffy, seconded by Councilman Howie and duly passed because of his new duties.

APPROVED:

8/3/42
Date

W. J. Gorman
President of Council

Walter H. Doolittle
Clerk

CITY HALL - SALISBURY, MARYLAND - AUGUST 3, 1942

The Mayor and Council met in regular session at the City Hall Monday night, August 3, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council Werner T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman and Clifford H. Duffy.

1. Mrs. Gregory of Wood Street came in to advise the Council that Mr. Jenkins had still not removed the tool house from the building line on the front of her property. Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed instructing the City Solicitor to notify Mr. Jenkins that the house must be moved by a definite date in the very near future.
2. The Harbor Master, Mr. Prag, reported that the Farmers and Planters Company would shortly begin work on their dyking on the wharf front in the rear of their property.

He further reported no evidence of tomato skins in the river and no response from the Pennsylvania Railroad on their wharf front property.

3. The Building Inspector, Mr. Hastings, presented his July building inspector's report showing a total value of permits issued in the amount of \$5,869.50. It was ordered accepted and filed.
4. Mr. James White, the Plumbing Inspector, presented the plumbing report for the month of July showing among other things \$19.25 collected as permit fees together with an additional report on his other activities. They were both ordered accepted and filed.
5. The City Solicitor, Mr. Potts, presented Ordinance No. 486, an ordinance changing the name of the street or boulevard now known as Salisbury By Pass Road northerly from East Main Street in the City of Salisbury, Maryland to "Salisbury Boulevard." Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving the ordinance for its first reading and ordering it posted.
6. The City Solicitor reported that the Water Department could legally invest in government bonds.

The Council instructed the City Solicitor and the City Treasurer to look into the type of bonds available and to make arrangements for the purchase.

7. The City Solicitor reported he found no ordinances preventing the keeping of horses within the City limits and that they should be controlled under the present sanitary code.
8. Mr. R. T. Pillsbury came before the Mayor and Council to inform the Council about a parking ticket that his wife had received in front of the hotel Saturday August 1.

9. Mr. P. A. Morrison of the State Roads Commission advised the Council that it would be necessary to close Main Street at its junction with the By Pass from Wednesday through Saturday in order to relay a new concrete roadway. He requested the City to reroute traffic going northward down the By Pass through Market Street and up Poplar Hill Avenue and traffic running westward down the Ocean City Road through Ward Street to Church Street. The Mayor and Council approved and so instructed the Chief of Police.
10. Chief Chatham presented his weekly log and his monthly gasoline report which were both ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

The Chief reported that their application for radio license had again been returned and that he had immediately taken the station off the air to remain so. He reported further that Mr. Winners had still not corrected the crystals in the radio set but that he had promised to do so within the next three days. After some discussion the Council decided it would be best before making new plans to give Mr. Winners another week.

11. Mrs. Woodall of Walnut Street forwarded a complaint relative to Mr. James Larmar keeping a kennel of dogs in the rear of his property on Walnut Street. The Chief was requested to take the matter up with Mr. Larmar.
12. The dog catcher's report for the week ending July 25 was presented, ordered accepted and filed. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed that the whole dog pick-up system be investigated. President of Council W. T. Gardner pointed Councilman Hayman, Councilman Russell and Councilman Duffy with the Mayor to a committee to investigate the situation.
13. The City Engineer presented a copy of a letter to the Honorable Herbert R. O'Connor, Governor of Maryland, in which he was extended an invitation to come to Salisbury with the members of the State Road Commission for the purpose of dedicating the new extension of the Salisbury By Pass.

The City Engineer presented also a reply from the Governor in which he said he would be glad to attend if it could be arranged and requested further information about the day and time. The reply was referred to the committee composed of the Mayor, City Engineer and Councilman Howie.

14. The City Engineer reported he was still receiving complaints about weeds.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed which authorized the acceptance of a recent bid from Mr. Ray Phillips with the total amount not to exceed \$200.00.

15. The City Engineer reported that the men on the garbage trucks were now beginning to take their vacation and it was necessary to have one man to fill in. Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed approving the employment of an extra man at \$3.00 per day.
16. Mr. Sam Feldman forwarded a request to the City Engineer that the City take over the alley running beside his property on the east side of Market Street or take some steps toward paving it so that water running down the alley will not run through his building. The City Engineer also was instructed to tell him that he could assist in the work but that the actual work must be done at his expense.
17. A petition was received from Maurice W. Ruark and Ella Lee Vickers residing at 317 & 321 Short Street respectively asking for extension of water main down their street for approximately 155 feet in order to take care of their property. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Engineer to make application to the War Production Board for permission to make this extension and in the meantime instructed the City Engineer to contact the other owners on that street in the near vicinity.
18. The City Engineer presented a bid from the National Concrete Vault Company which was received in response to an invitation to bid on 200 bags of cement. The bid was as follows:
- 200 bags of Alpha Portland cement delivered to Mill Street Storage Yard at 70¢ per bag with 2¢ per bag discount in 15 days.
- Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to award the bid to the lowest bidder, National Concrete Vault Company, for the extension of the Church Street sewer.
19. The City Engineer presented a request for reduction in the water bill of Twilley & Hearn whose bills had run as follows:

March 1941	\$4.94	December 1941	\$7.34
<i>June</i> July 1941	8.00	March 1942	6.42
<i>Sept</i> October 1941	34.52	<i>June</i> July 1942	86.28

The Council decided that the bill should be held for another quarter to more fully compare the bill with last year's bill before ordering an adjustment.

20. The City Engineer reported on the Council's meeting on the By Pass Tuesday July 28 in which the Council agreed to replace approximately 400 feet of sidewalk.

In this connection he presented a bid from Mr. Paul V. Downing for replacing sidewalk at 20¢ per square feet and curb and

August 3, 1942

gutter at 85¢ per lineal foot or total sum of approximately \$1,044.38.

At a later time during the evening the City Engineer was instructed to advertise for new bids on the above mentioned sidewalk construction.

21. The City Engineer presented a voucher forwarded by A. H. Horton District Engineer of the U. S. Geological Survey in the amount of \$172.70 covering the amount due the U. S. Geological Survey for the City of Salisbury share of cooperative expenditures on stream-gaging investigations under the cooperative agreement for the period July 1, 1941 to June 30, 1942. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the preparation of a voucher from the Water Department to pay the above mentioned bill.
22. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the Mayor and Clerk to sign an agreement with Paul V. Downing accepted by the Mayor and Council July 27.
23. The City Engineer presented a letter from L. W. Gunby asking for a priority rating for their purchase order No. A-409. The Mayor was authorized to sign the priority rating.
24. The City Engineer presented an Order No. L-34 drawn in favor of Crane Company for which he asked the Council's approval. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed approving the order.
25. The City Engineer presented a letter from the U. S. Engineer's Office of the War Department in which Colonel Conrad P. Hardy informed the Mayor and Council that he could advise them no further on the airport developments than the fact that a survey had been made.
26. The City Engineer presented a plat of East London Avenue which was presented in accord with a recent request for the closing of the street.

The Clerk was instructed to look up the matter on the request and to report them back to the Council at the next regular meeting.

27. Mr. Lex Grier came before the Mayor and Council to give them the information that the Dual Parking Meter Company had advised his firm that meter owners should check up on their supply of parts since they were now available and since they expected they would be very hard to obtain in the very near future. The report was ordered referred to the Chief of Police for his advice to the Council.
28. The City Engineer presented an agreement between the Board of

August 3, 1942

- Education and the City of Salisbury relative to the Church Street Extension which had not been signed; since the Board of Education objected to that part of the agreement relative to the opening of the street in the rear of the North Salisbury School property. Councilman Hayman offered the motion which was seconded by Councilman Howie and duly passed authorizing the City Engineer to prepare a new agreement deleting that part of the agreement which referred to the opening of a roadway.
29. The minutes of the meeting of the Mayor and Council of July 27 was read and approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
 30. The City Solicitor was instructed to check up further on the request of Mr. Nevins Todd about chickens in the rear of his property.
 31. Councilman Howie brought to the attention of the Council the matter of garbage and trash in the rear of the A. & P. Store on Main Street. The City Solicitor was instructed to write the A. & P. Store advising them that something should be done toward covering their garbage and removing it promptly from their premises, Upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
 32. Vouchers No. 18364 to 18373 inclusive were read, ordered approved and signed.
 33. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing and instructing the City Clerk to notify Mr. Walter Willing that the City would sell him the Dale Adkins' property for the sum of \$7,000 subject to the passage of an enabling ordinance.
 34. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the Mayor and City Treasurer to borrow \$5,000 from the Farmers and Merchants Bank on a demand note at 4%.
 35. The City Engineer brought up the matter of a retainer wall about the F. L. Insley property on the By Pass which was discussed shortly and Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the Building Inspector and the City Engineer to make a written report separately on what would constitute a safe retainer wall along his property at their next meeting.
 35. The City Treasurer presented a report on the insurance policies held by the City of Salisbury which was accepted and ordered forwarded in response to a recent letter.
 36. The matter of war damage insurance on the City Hall, two fire houses, and the City's rolling stock was discussed and ordered held for the next meeting.

Minutes of the Mayor and Council
Page #6
August 3, 1942

The meeting adjourned at 11:20.

APPROVED:

W. J. Garmon
Date President of Council

W. H. Doolittle
President of Council
Clerk

August 10, 1942
Clerk
Date

Salisbury, Maryland
June 30, 1942

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

We, the undersigned property owners residing on Short Street, between Elizabeth and Anne Streets, hereby request your Body to install a water main on Short Street.

In order to serve our properties, approximately one hundred fifty-five (155) feet of water main will be required, extending same from Anne Street. A sanitary sewer now exists in Short Street and we would like to connect to both the water and sewerage system at once as our pumps are not working.

We will appreciate your giving this matter immediate consideration and approval.

Very truly yours,

Address

Name of Property Owner

317 Short St.

Maurice W. Kuark

321 Short St.

Eells L. Vickner

✓ copy for Minutes.

July 28, 1942

The Honorable Herbert R. O'Connor
Governor of Maryland
Annapolis, Maryland

Dear Governor O'Connor:

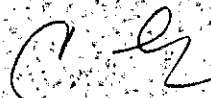
At a meeting of the Mayor and Council of Salisbury held last night, I was authorized to extend an invitation to you and members of the State Roads Commission to visit Salisbury for the purpose of dedicating the new extension of the Salisbury By-Pass, U.S. Route No. 13.

The completion of this project will be an important link in the defense highways of Maryland, notwithstanding the benefits that will accrue for Salisbury.

The splendid cooperation received from Mr. Ezra B. Whitman, and the members of the State Roads Commission, has been very gratifying and you are to be complimented in selecting such high caliber personnel to administer the functions of the state roads system.

We realize that you are unusually busy with the many defense problems of the State of Maryland and under the circumstances we suggest that you select the date and time for the dedication services that will be most convenient for you.

Most sincerely yours,



Clarke Gardner

CG vg

blind copy to: Mr. Ezra B. Whitman
Chairman
State Roads Commission
Federal Reserve Bank Building
Baltimore, Maryland

same to:

Farmers & Planters Co., City
Pocahontas Coal Co., City

July 31, 1942

Contract 402-S

National Concrete Vault Company
Salisbury
Maryland

Gentlemen:

Quotations on materials noted below will be
received by the Mayor and Council at the City
Hall, Salisbury, Maryland, until 8:00 P.M.
Monday, August 3, 1942:

200 bags Portland cement, delivered in paper,
to our Mill Street Storage Yard.

Sincerely yours,

CG vs

City Engineer

blind copy for: M&C Meeting of 8-3-42

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night August 10, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilman John G. Howie, Claude E. Russell, Albin A. Hayman and Clifford H. Duffy.

1. Corporal Bowler and Petro Alfonse with Chief Chatham came before the Mayor and Council to discuss repairing the police radio set. Corporal Bowler and Mr. Alfonse agreed that the set needed new crystals to build its radio frequency down to 3550 KC and that the City should have a monitor for use in keeping the set on a proper wave length. Corporal Bowler thought it possible that the City might obtain the needed crystals from the Scientific Radio Corporation in Hyattsville, Maryland.

After discussing the conditions further the Council agreed that it would probably be best to let Chief Chatham, Corporal Bowler and Mr. Alfonse investigate the cost of a new set and figure the cost of repairing the present set and recommend to the Council the best action to take.

2. Mr. A. P. Isakson and a delegation representing the American Legion came before the Mayor and Council and asked permission to hold a 6-day carnival during the last week of August on the Salisbury By Pass near the old Jackson Shirt Factory.
3. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed granting permission for the carnival to the Legion on the same basis as last year's agreement. The agreement provided that the Legion pay for the water consumed,
3. Mr. Ernest Vaughn, Mr. Craig Culver, with the Harbor Master came before the Mayor and Council to inform them of the condition of the river. They explained that tomato juice had left the river in an unsanitary condition.

The Council informed them they would take the matter up and see what could be done.

4. The Harbor Master, Mr. Prag, informed the Council that he had written Mr. Triplett of the railroad company about replacing the bulkhead on their wharf-front property on Mill Street.

The Harbor Master was instructed to watch the condition of the river and to report back at the next meeting.

5. Mr. Hearn, owner of the last house on the right side of North Division and the By Pass, came before the Mayor and Council and asked that his sidewalk be replaced as it was torn up by the City some years ago when a water pipe was laid in front of his property and when the street was widened.

The Council agreed to look into the matter to see what could be done.

6. Mr. F. L. Insley came before the Mayor and Council asking that the Council take steps to replace his wall along the By Pass in front of his property. The Council discussed the matter and proposed that Mr. Insley secure estimates of the cost of replacement for their later consideration.
7. The Mayor and Council received the following bids in response to an advertisement for the replacing of curb and gutter:

ITEM 1: (Approximately) 4000 square feet Plain Concrete Sidewalks (Class A - 1:2:4 mix) in Place, including Expansion Joints:

Laws Construction Company	- \$0.19½	Total - \$780.00
Pocahontas Coal Company	0.20	800.00
Paul V. Downing	0.20	800.00

ITEM 2: (Approximately) 500 linear feet Plain Concrete Combination Curb and Gutter (Class A - 1:2:4 Mix) in Place:

Laws Construction Company	\$0.90	Total - \$450.00
Pocahontas Coal Company	.80	400.00
Paul V. Downing	.85	425.00

ITEM 3: (Approximately) 20 linear feet 6" x 12" Concrete Curb (Class A - 1:2:4 Mix) in Place:

Laws Construction Company	\$0.50	\$ 10.00
Pocahontas Coal Company	0.40	8.00
Paul V. Downing	0.45	9.00

ITEM 4: (Approximately) 30 linear feet 6" x 18" Plain Concrete Gutter (Class A - 1:2:4 Mix) in Place:

Laws Construction Company	\$0.50	\$ 15.00
Pocahontas Coal Company	0.35	10.50
Paul V. Downing	0.55	16.50

TOTAL ITEMS 1 THROUGH 4:

Laws Construction Company	\$1,255.00
Pocahontas Coal Company (5% - 20 days)	1,218.50
Paul V. Downing	1,250.50

Mr. Paul Downing who was present complained that the bid was not fair since his was presented one week earlier when asked for and presented publicly and openly giving the other two people a week's advance notice of what his bid was and allowing them to submit a bid one week later.

Councilman Hayman thereupon offered a motion which was seconded by Councilman Russell rejecting all bids and ordering new bids received.

8. Police Chief Chatham presented his weekly log which was ordered accepted and filed.

He also presented an estimate of parking meter parts which were required for future repairs on the meters.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the purchase of those meter parts as shown on purchase Order No. L-758 for the amount of \$116.51

9. Chief Chatham presented a group of bids for new tires for the police car as follows:

Wicomico-Central Garages - 4 tires and tubes (Atlas or Goodyear) \$49.72

R. D. Grier & Sons Co. - First Grade 600-16 tire and tubes 61.80
Second grade tires and tubes 51.20

Goodrich Silvertown - 4 tires and tubes - 50.04

Firestone - 4 tires and tubes 63.72
Less 2% discount, 10 days

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed that the award be given to the lowest bidder, Wicomice-Central Garages.

10. Mr. Hastings, the Building Inspector, reported that Mr. Brown had advised him that the wire for the dog pound had been ordered from Sears Roebuck and that as soon as it arrived he would begin construction on the pound.

11. The City Engineer reported to the Council that he felt that the Plumbing Code should be revised since he was finding quite a few complaints were being received complaining about sewer stoppages in the streets and that when the line was dug up it was usually found to be on the owner's property instead of in the street and he suggested that the code be remedied compelling the property owner to first dig up their own line before asking the City to dig up the street.

Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed authorizing the City Solicitor to amend the Plumbing Code to require the property owner to determine if the stoppage was on their property by opening their own sewer line first before the City could be permitted to dig up the street.

12. The City Engineer advised the Mayor and Council that the Governor would be unable to come to Salisbury this week. The Council decided to open the By Pass without any formal opening.

August 10, 1942

13. The matter of stop lights on the By Pass was discussed, particularly the Church Street and Baltimore Avenue intersections. The Mayor finally recommended that the street be opened as it was and that they study the need of traffic lights at the intersections before taking any definite action.
14. The City Engineer presented a letter from John W. Downing, Chairman of the Finance Committee of Civilian Defense in which he showed total disbursements for the period as \$1,975.60 and a bank balance as of August 1 of \$559.22. The letter was ordered accepted and filed.
15. A preference rating from the War Production Board for fire hose and Jones couplings were received. The fire hose rating was A-6 and the couplings A-1.
16. The City Engineer presented Purchase Order No. L-32 which required the Mayor's signature on a priority. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor to sign the priority statement.
17. The Superintendent of the Water Department presented his department's financial statement for the month of July 1942. It was ordered accepted and filed.
18. The City Engineer presented a check from the General Fire Extinguisher Company in the amount of \$34.00 "to pay for the Mayor and Council's check No. 8827-B dated June 22nd, 1942, made payable to J. Svorka for 47 lin. ft. of 6" cast iron pipe, which pipe remained on the premises of the Precision Development Company and which the Mayor and Council never received, - \$23.50; invoice rendered by the R. D. Grier & Sons Company, Salisbury, Maryland dated July 27, 1942 to the Mayor & Council, City of Salisbury for the work performed on July 23rd in burning out three lead joints - \$4.50; invoices dated July 28, 1942 by Perry-Pix Photographers, issued to the Mayor and Council of Salisbury for two 8 x 10 copies of check - \$6.00; Total \$34.00.
19. The City Engineer reported on the manner in which the hospital was billed for water consumption and further reported that on April 21, 1941 in Resolution No. 20 of the minutes of the Mayor and Council, the Council agreed to bill them at the rate of 10¢ per thousand gallons of water consumed and that nothing was said about a meter charge. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to amend the above mentioned resolution by adding that meter charge on a 4" meter would be waived.
20. Councilman Russell asked if the City had some place in which Mr. Bill Maddox could be placed since he was unable because of health to continue his past work. The Council decided it would be better left up to the foreman.

21. The City Solicitor presented Ordinance No. 486, an ordinance changing the name of the street or boulevard now known as Salisbury By Pass Road northerly from East Main Street in the City of Salisbury, Maryland to "Salisbury Boulevard."

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving the ordinance for its final reading and authorizing it signed.

22. The following resolution and preambles were offered by Councilman Hayman, seconded by Councilman Russell and unanimously passed with all members of the Council of Salisbury present:

WHEREAS, The Mayor and Council of Salisbury has purchased United States Defense Bonds in the amount of Nine Thousand Nine Hundred and Ninety Dollars (\$9,990.00) which said bonds must be kept in a safe place, and

WHEREAS, by a motion heretofore duly adopted by the Council of Salisbury, the Clerk of Salisbury was authorized and empowered to lease a safe deposit box from The Salisbury National Bank of Salisbury, Maryland, and

WHEREAS, the Clerk of Salisbury is responsible for all funds of The Mayor and Council of Salisbury and is bonded for the faithful performance of his duties as such Clerk.

NOW, THEREFORE, BE IT RESOLVED by The Mayor and Council of Salisbury that the Clerk of Salisbury be and he is hereby authorized and empowered to obtain and keep possession of the key to said safe deposit box and that said Clerk of Salisbury shall have the sole authority to enter said safe deposit box; AND BE IT FURTHER RESOLVED That a copy of this resolution shall be forwarded to The Salisbury National Bank of Salisbury, Maryland.

23. The Superintendent of the Water Department, Mr. Gardner, recommended that \$5,000 be transferred from the Water Department's operating account to the Water Department Reserve Fund to leave a reserve on hand since \$9,990 had recently been taken from the account for the purpose of purchasing bonds.
24. The Mayor asked the City Solicitor if the City had title to a small strip of land between Philadelphia and Baltimore Avenue on the By Pass. The City Solicitor informed him that he believed the City had no fee simple title to this piece of land.
25. Vouchers No. 18375 to 18416 inclusive were read, ordered approved and signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
26. Council President W. T. Gardner advised the Council that the

Fire Chief had informed him that lightning had damaged the front of Fire House #2.

The Council instructed the City Clerk to cooperate with the Building Inspector in reporting the loss to the Fire Insurance Company and having the damage repaired.

27. Council President W. T. Gardner also informed the Council that the Fire Chief had requested someone to put the recently purchased paint type floor covering on the fire house floor after the other work was done. The Council agreed.
28. A recent request from Mr. Adkins for closing the east part of London Avenue was discussed and Resolution No. 23 of the minutes of December 29, 1942 which related to Mr. Adkins' request was presented.

The City Clerk was instructed to write Mr. Adkins and advise him that the City would close the east part of London Avenue if the Adkins' firm would pay the cost thereof and if they would agree to giving them a 15-foot easement through the street, the location of which would be discussed at a later date in order that the City might provide for any future needs of sewer and water extensions to the property. A copy of the letter was ordered directed also to Mr. W. J. Collins.

29. A letter from the Salisbury Rotary Club was received in which they approved the recent request of the Salisbury Junior Chamber of Commerce for the establishment of a new system of house enumeration and street naming. The letter was ordered accepted, filed and acknowledged.
30. A letter from Mr. John W. Turner in which he offered the Mayor and Council his resignation effective August 6 was received and read.

Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed accepting the resignation of Mr. Turner and instructed the Clerk to so notify him.

31. The City Clerk advised the Council that the E.S.P.S. and the Salisbury Times were arranging to have a representative of the Addressograph Corporation come to Salisbury to service their machines and they had asked if the City desired to have its machines serviced at the same time as the service charge would be considerably decreased by doing all three on the same trip. The Council approved.
32. The minutes of the Mayor and Council dated August 3 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.

Minutes of the Mayor and Council
Page #7
August 10, 1942

The meeting adjourned at 11:50.

APPROVED:

August 17, 1942
Date

W. J. Gannon
President of Council

W. A. Dinsley
Clerk

CITY HALL - SALISBURY, MARYLAND - AUGUST 10, 1942

A special meeting of the Mayor and Council held at the City Hall Monday evening August 10, 1942 was called at the close of the regular meeting at which there were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. Mr. George Purnell appeared and requested a year's leave of absence without pay in order to accept a defense position in Government work.

He further requested to be allowed to return to his present job and salary at the close of his leave.

Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed granting the leave and his second request as to position and salary.

ACCEPTED: *He agrees to return if called.*

August 17, 1942
Date

W. T. Gardner
President of Council

W. H. Dinsley
Clerk

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, August 17, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell, Clifford H. Duffy, with Councilman Albin A. Hayman absent.

1. Mrs. Jesse Miller came before the Mayor and Council and told them that the construction of the new Salisbury Boulevard had left her property too low and that it would be necessary to raise it and requested the City to provide for raising her two houses at least 16 inches.

The Council informed her that they were not familiar with the terms of the option; that they would consult their attorney in the matter and if it were part of the agreement they would be glad to fulfill it.

2. Mrs. Fannie Gardner and Miss Lillian Pease, owners of the property at 511 East Church Street, came before the Mayor and Council and requested the City to replace the sidewalk on the Church Street side of the property and along the By Pass front. They explained they had sold what they thought was a small strip of land for \$10 and they now found that considerably more land was gone than they had anticipated and they were asking this to compensate them in part for what they felt was additional land used.

The Council agreed to have the City Solicitor look into the option and advise them on their obligation after which they would be in a position to advise them what they could do.

3. The Mayor and Council received the following bids on the reduction and printing of maps to a scale reading "1,000 feet equals 1 inch.

Barclay Brothers

100 copies on 20 lb. bond paper sulphite	\$14.10
500 copies	23.10
1,000 copies	34.35
One week delivery	

Renninger and Graves

500 litho prints	\$11.50
1,000 litho prints	16.50

Councilman Russell offered a motion which was seconded by Councilman Hewie and duly passed accepting the lowest bid, Renninger & Graves.

4. Mrs. Harland Huston came before the Mayor and Council to formally present them with the \$13,500 worth of U. S. Government Bonds which they had recently purchased with Water Department Reserve Funds. Mrs. Huston gave a short talk on the work of her organization in the City and throughout the County and thanked the Council for this step in purchasing bonds as she felt that it was a splendid example to be set for other communities and organizations who might have surplus funds which could be invested. The Mayor I. Virgil Hitchens accepted the bonds in behalf of the City.

August 17, 1942

5. A Negro representative of a group of children recently brought to Salisbury to help harvest local crops requested permission to hold tent meetings in Salisbury and to sell small pamphlets in the meetings.

The Council informed him that they would discuss the matter with the Chief of Police from whom they could receive his reply the following day.

6. The Harbor Master, Mr. Prag, presented a letter to the Mayor and Council from the Pennsylvania Railroad Company which advised him that they were taking steps to fix at least temporarily their wharf-front property back of Sheppard's on Mill Street. They further advised him that the need for repairing the dyking in front of the B. E. & A. wharf-front property had been referred to the Real Estate Division.

The Harbor Master also reported that the river seemed to be fairly clean and that it was free of tomato skins.

7. Mr. Ray Hare representing the Boy's Band of Salisbury came before the Mayor and Council and requested a donation of \$400 toward their support in two lump sums of \$200 each, one which they would like to have immediately if possible to take care of current expenses. The Council informed him that they would look into the matter and do whatever they could with his proposal.

8. Mr. C. L. Dickinson, Chairman of Traffic Commission, came before the Mayor and Council and advised them that he had met with the honorary members of his committee to discuss with them the traffic light problem on the Salisbury Boulevard and as a result he offered the following recommendations.

1. That Baltimore Avenue and Church Street should have a traffic light installed at the intersections of the Boulevard. He explained that the City was committed to the installation of a light at Baltimore Avenue in its option with the Adkins Company and that Church Street required one due to the amount of traffic crossing the Boulevard at that intersection.

2. He recommended that the vehicular actuated controls at South Division be removed for use on Baltimore Avenue with the light to be placed there since amount of traffic crossing the Boulevard on Baltimore Avenue was too small to warrant the usual type of stop-and-go lights.

3. He further recommended that the stop lights at Priscilla Street and Camden Avenue be removed for use at the two above mentioned intersections until such a time as new lights would be available.

4. He further recommended that the City endeavor to secure some new lights explaining that at least one as a minimum should be on hand to replace worn-out or damaged lights.

5. He recommended further that signs be posted at the Delmar Road entrance to Priscilla Street and at the southern end of Priscilla Street directing trucks toward the Boulevard and passenger traffic only over Priscilla Street.

Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed ordering acceptance of the recommendations and its adoption by the City.

9. Police Chief Chatham presented his weekly log together with his consolidated monthly report and his parking violation report which were all authorized, accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Duffy and duly passed.
10. Chief Chatham informed the Council the Motorola Radio Company had given them a price on new sets and had not been able to secure up to the present time any further information on cost but hoped to be able to make a full report by next week.
11. Chief Chatham discussed a recent request of the Negro representative of the group of children brought to Salisbury to hold tent meetings and distribute booklets. The Council after talking the matter over advised the Chief that they felt it best not to grant the permit.
12. The Council discussed the matter of a new police car for the Police Department. Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed instructing Chief Chatham to make application for a new car with the tire rationing board.
13. The Council was informed that Mr. Jenkins had still not yet moved the tool house from the front of Mrs. Gregory's property on Wood Street. The Council instructed Mr. Hastings to call it to the attention of the City Solicitor and have him enforce removal.
14. The City Engineer presented plat No. 1-3; L-42-6; Q showing a triangular piece of land to be acquired by the Mayor and Council from the Standard Oil Company of New Jersey at the intersection of the Salisbury Boulevard and Old Water Street, on which the City had agreed to grant the Standard Oil Company permission to leave their brick building as long as it was used on that site.

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Solicitor to do the necessary legal work.

15. The City Engineer presented a plat of East London Avenue numbered 1-2; P-42-5; ST for use in the proposed closing of East London Avenue. The Plat was ordered referred to the City Solicitor.

August 17, 1942

16. The City Engineer presented a group of letters he had written to the Honorable Millard E. Tydings, David J. Ward, George L. Radcliff at the request of the Works Project Administration asking that the City be granted a higher priority rating to cover materials needed for the drainage system at the Salisbury-Wicomico County Airport. Copies of the letters were ordered to become a part of the minutes.
17. The City Engineer informed the Council that he had received an offer for the used concrete blocks for the amount of five cents each if the City wished to dispose of the blocks stored on Lake Street. The Council decided that since they were using these blocks from time to time it would not be advisable to offer them for sale.
18. The City Engineer explained that there were some valves and valve boxes damaged during construction of the Salisbury Boulevard by the Phillips Brothers Company. The Council instructed him to bill Phillips Brothers for the damage.
19. The City Engineer presented a purchase order marked No. L-40 for three color adjustable Span wire signals and three synchrolizers and informed the Council that he had received A-1-K for their purchase.

The City Engineer was authorized upon a motion offered by Councilman Duffy, seconded by Councilman Howie and duly passed to purchase the above mentioned signal lights and attachments, if purchase could be arranged providing for payment after October 1, 1942.

20. The City Engineer presented a copy of a letter he had written to Power Branch, War Production Board, Washington, D. C., requesting permission to use from inventory approximately 175 lin. feet of galvanized steel pipe and approximately 70 lin. feet of 3/4 inch g.w.i. pipe to furnish water service to three properties on Short Street.
21. The City Engineer presented a request in letter form from John W. Downing for the installation of a meter at his 105 Calvert Street property.

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the installation of the meter on the property requested.

22. Mr. Vernon Johnson residing just outside of the City limits on ~~the~~ Glen Avenue forwarded a request through the City Engineer for the replacement of the sidewalk recently removed on the widening and regrading of Glen Avenue. He forwarded the information that the other property owners in that vicinity had already had their sidewalks replaced by the City. The Clerk was instructed to look up the minutes regarding the matter.

23. The City Engineer informed the Council that Mr. W. P. Pope had called him to inform him that the City was now using the grass plot and sidewalk area in front of his East College Avenue property for street purposes. He informed the City Engineer that if the City needed it he would sell them that section of his property.

The Council heard the complaint and proposal and ordered the matter referred to the City Solicitor for his advice.

24. The City Engineer informed the Council that of the five men normally employed in the City Park there were only three now engaged in actual work since one was absent due to illness and the other had accepted other work. The foreman, Mr. Elliott, had recommended the employment of Buster Calloway for work in the Park.

The Council approved and ordered the Clerk to so notify the Civil Service Commission.

25. The City Engineer presented quotations from the L. W. Gunby Co. on power mowers as follows:

Cooper - "25" power lawn mower	\$165.00
Jackobson - "King" 24-inch power lawn mower	215.00

Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing the purchase of the Jackobson mower from the Gunby Co. charged to the account of the Water Department.

26. The City Engineer presented a request from R. E. Purnell asking that the City sweep that part of Camden Avenue between South Boulevard and the City limits. Councilman Russell offered a motion seconded by Councilman Howie and duly passed authorizing the cleaning of that section of Camden Avenue.

27. The Art Craft Electric Supply Company forwarded a purchaser's agreement covering the period September 1, 1942 to August 31, 1943 for the purchase of incandescent lamps by the Mayor and Council of Salisbury.

Since the contract provided for a discount on purchases and did not bind the City for all of its requirements, it was ordered signed by the President of Council upon motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

28. The City Engineer presented two types of retainer wall which he had prepared for the property of F. L. Insley and explained he had given him both types to select one from.
29. Councilman Russell offered a motion which was seconded by Coun-

cilman Howie and duly passed to fix the weekly salary of Rebecca Brittingham at \$19.00 per week and Harriet Nichols at the same and Natalie Wimbrow at \$18.00 effective payroll period beginning August 17.

30. Vouchers No. 18,417 to 18441 inclusive were read and approved for payment with the exception of Voucher No. 18,429 which was ordered held over upon a motion made by Councilman Russell seconded by Councilman Howie and duly passed.
31. Ordinance No. 487, an ordinance repealing and reenacting, with amendments, Paragraph (d) of Section 12, General Provisions, (Part 2) of Ordinance No. 332 entitled "Plumbing Code of the City of Salisbury, Maryland," and re-enacting the same, with amendments; regulating the maintenance of connections to properties and providing for installation of clean-outs, was presented.

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed approving the ordinance for its first reading and ordering it posted.

32. The Mayor and Council received an invitation to participate in a convention of municipal officials from North America and South America as well as Latin America to be held in Havana from October 23 -28, 1942.

Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed to instruct the City Clerk to thank J. Martinez Costells, Director of the "Sociedad Colombista Panamericana" and Jose L. Franco, Secretario General de la Comision Organizadora.

33. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed authorizing the City Treasurer to purchase an additional Ledger binder from Willing's for payment on or after October 1.
34. The meeting adjourned at 11:00 P.M.

APPROVED:

August 24, 1942
Date

W. S. Garmon
PRESIDENT OF COUNCIL

W. S. H. Smith
CLERK

CITY HALL - SALISBURY, MARYLAND - AUGUST 17, 1942

At the close of the regular meeting of August 17, 1942 a special meeting was called at which there were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Clifford H. Duffy with Councilman Albin A. Hayman absent due to illness.

1. There was presented to the Council a letter from William W. Travers forwarding a bill in the amount of \$1,390.43 as a claim of Elmer C. Williams against the Mayor and Council of Salisbury by reason of the failure of the City to fulfill its agreement with Mr. Williams to acquire and deliver to him title to the land between his property and the Salisbury Boulevard from Newton Street to Maryland Avenue.

The claim was ordered referred to the City Solicitor.

2. The Mayor and Council received a letter from Swift and Company requesting a price on a piece of land approximately 200 feet deep and 200 feet wide in the back of their Willow Street property. This parcel is part of the bog land now owned by the City.

The Clerk was instructed to advise Swift and Company that the Mayor and Council would review the property and give them an early reply.

3. The Clerk was instructed to prepare a list of Fire Department employees for use of the Council.
4. The Mayor and Council again reviewed bids submitted on curb and gutter and sidewalk work on the Salisbury By Pass which were received on August 10. Motion was made and passed that contract be awarded to the lowest bidder subject to payment for work being made after October which is the beginning of the City's fiscal year. This project was advertised in the Salisbury Times and Salisbury Advertiser in publication issue dated August 6 and the following bids were received as a result of this advertisement:

<u>Bidder</u>	<u>Total Bid</u>
Pocahontas Coal Company	\$1,218.50
Discount $1\frac{1}{2}\%$ - 20 days	
Note: Supplementary bid submitted by telegram showing a change of discount from $1\frac{1}{2}\%$ to 5% was not considered to the fact this information was received later than the time specified for the opening of bids.	
Paul V. Downing	\$1,250.50
Laws Construction Company	\$1,255.00

The motion awarded this contract was unanimously passed with the exception of Councilman Russell who did not vote.

Minutes of the Mayor and Council
Page #2
August 17, 1942

The meeting adjourned at 11:50.

APPROVED:

August 24, 1942
Date

W. J. Gorman
President of Council

W. L. H. Dinsley
Clerk

August 22, 1942

Miss Elva M. Harrington
Clerk to the County Commissioners
Salisbury, Maryland

Dear Miss Harrington:

We are forwarding you herewith a statement of airport expenditures from May 1, 1942 to July 31, 1942. The statement shows a total disbursement of \$6,819.25.

You will note that I have divided the total disbursement in half leaving the County's one-half share as \$3,409.67 on which I have credited \$1,000 for a check received March 30 and \$1,307.36 for a check received June 4, leaving a balance due the Mayor & Council for the County's one-half share of \$1,102.31 as of July 31, 1942.

Sincerely yours,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

Encl.

cc: Mayor & Council Minutes

STATEMENT OF AIRPORT EXPENDITURES
May 1, 1942 to August 1, 1942

Date	Voucher Number	Description	Amount	Total
Total Expenditures to May 1, 1942				\$4,614.73
May 4	17,892	Montgomery Ward (hip boots)	4.25	
May 4	17,893	Hubert R. White Hwd. Co. (chisel)	.60	
May 4	17,901	Eugene Dietzgen Co. (tracing cloth)	19.00	
May 4	17,917	Mayor & Council Pay Roll	152.00	
May 11	17,955	Mayor & Council Pay Roll	124.92	
May 18	17,944	Mayor & Council Pay Roll	130.33	
May 25	18,028	Delaware Testing Laboratories (soil classification, laboratory tests)	82.50	
May 25	18,036	Mayor & Council Pay Roll	152.00	665.60
June 1	18,062	Mayor & Council Pay Roll	150.25	
June 8	18,084	Mayor & Council Pay Roll	156.00	
June 15	18,108	Weaver's (flowers for hotel dinner)	21.25	
June 15	18,110	W.B.O.C. (rental of channel for speech)	9.30	
June 15	18,111	Petty Cash (work at armory for meeting)	4.00	
June 15	18,149	Mayor & Council Pay Roll	138.50	
June 22	18,157	Firestone (tire, windshield blade for truck)	5.97	
June 22	18,163	Harcum Office Service (mimeographing 2 stencils)	3.00	
June 22	18,168	Mayor & Council Pay Roll	122.25	
June 29	18,184	Clarke Gardner (expenses of conference June 17)	16.50	
June 29	18,191	Farmers & Merchants Bank (check book)	1.00	
June 29	18,196	Charles J. Potts (option, receipt and release)	30.00	
June 29	18,198	Lanken Mfg. Co. (L-E-Vation rod, bands)	21.00	
June 29	18,202	Eugene Dietzgen Co. (cross-section paper)	19.21	
June 29	18,212	Mayor & Council Pay Roll	138.50	702.19
Balance carried forward				\$6117.06

Brought Forward			\$6,117.06
July 6	18,228	White & Leonard (stencils, paper)	5.03
July 6	18,235	Mayor & Council Pay Roll	138.50
July 13	18,247	L. W. Gunby Co. (axe handles)	.70
July 13	18,255	Eugene Dietzgen Co. (blueprint paper)	2.78
July 13	18,256	Mayor & Council Pay Roll	139.75
July 20	18,305	Cavanaugh Motors, Inc. (truck repairs)	4.00
July 20	18,315	Mayor & Council Pay Roll	139.75
July 27	18,333	Bounds Package Corp. (stakes)	105.00
July 27	18,354	Mayor & Council Pay Roll	134.33
July 27	18,362	State Accident Fund (Compensation Ins.)	32.35
			<u>702.19</u>
Total Expenditures			\$6,819.25
County's one-half share			\$3,409.67
Less check of Mar. 30			<u>1,000.00</u>
			<u>1,307.36</u>
Total Credits			<u>2,307.36</u>
Balance due Mayor & Council by County Commissioners to August 1, 1942			\$1,102.31

August 22, 1942

Respectively submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

WHL:rw

August 19, 1942

Sr. Jose L. Franco
Secretario General de la Comision Organizadora
Primer Congreso Historico Municipal Interamericano
La Habana, Cuba

Senor Franco:

Your invitation to attend the conference of
Primer Congreso Historico Municipal Interamericano
was received by the Mayor and Council of Salisbury,
Maryland and was read at their meeting of August 17,
1942.

The Council instructed me to inform you that the
invitation to attend the conference was greatly
appreciated and regretted very much that they would
be unable to attend.

Yours very truly,

Werner T. Gardner
President of Council
By:

Wade H. Insley, Jr.
Clerk

WHL:hw

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, August 10 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howe, Claude T. Russell, Albin A. Hayman, and Clifford H. Duffy.

The following resolution and preambles were offered by Councilman Hayman, seconded by Councilman Russell and unanimously passed with all members of the Council of Salisbury present:

WHEREAS, The Mayor and Council of Salisbury has purchased United States Defense Bonds in the amount of Nine Thousand Nine Hundred and Ninety Dollars (\$9,990.00) which said bonds must be kept in a safe place, and

WHEREAS, by a motion heretofore duly adopted by the Council of Salisbury, the Clerk of Salisbury was authorized and empowered to lease a safe deposit box from The Salisbury National Bank of Salisbury, Maryland, and

WHEREAS, the Clerk of Salisbury is responsible for all funds of The Mayor and Council of Salisbury and is bonded for the faithful performance of his duties as such Clerk.

NOW, THEREFORE, BE IT RESOLVED by The Mayor and Council of Salisbury that the Clerk of Salisbury be and he is hereby authorized and empowered to obtain and keep possession of the key to said safe deposit box; AND BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to The Salisbury National Bank of Salisbury, Maryland.

I HEREBY CERTIFY That this is a true and correct copy of the minutes of the Mayor and Council meeting of August 10.

Wade H. Insley, Jr. - Clerk

August 17, 1942

A-6

The Honorable Millard E. Tydings
U. S. Senator of Maryland
Washington, D. C.

Dear Senator Tydings:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, Sponsors of the Salisbury Airport, are in somewhat of a dilemma in attempting to secure an appropriate priority rating to cover materials needed for the drainage system.

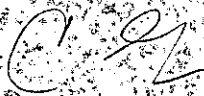
At the present time, we have an A-1-e Preference rating. In order to obtain the necessary steel required to manufacture the reinforced concrete pipe, a rating of AA or AAA is absolutely essential.

The airport, now under construction at Salisbury, has been included in a list of airports essential to national defense according to communications addressed to Mr. Harry D. Williar from Colonel H. E. Fisher, Headquarters First Air Force, Eastern Defense Command, and General Milton A. Reckard; under date of May 12, 1942.

Inasmuch as this project appears to be necessary to national defense, we will appreciate your efforts in assisting us in obtaining the proper clearance from the Army and Navy Munitions Board. Copies of letters, dated August 11 and 15, addressed to Mr. Harry D. Williar, Federal Works Agency, which show the status of the application for a higher preference rating, are enclosed for your perusal.

Will you kindly advise us regarding this matter at your very earliest convenience.

Sincerely yours,



City Engineer

CG vg

August 17, 1942

A-6

The Honorable David J. Ward,
Congressman,
First Congressional District of Maryland
Washington, D. C.

Dear Congressman Ward:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, Sponsors of the Salisbury Airport, are in somewhat of a dilemma in attempting to secure an appropriate priority rating to cover materials needed for the drainage system.

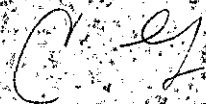
At the present time, we have an A-1-e Preference rating. In order to obtain the necessary steel required to manufacture the reinforced concrete pipe, a rating of AA or AAA is absolutely essential.

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Will you kindly advise us regarding this matter at your very earliest convenience.

Sincerely yours,



City Engineer

CG:vg

August 17, 1942

A-6

The Honorable George L. Radcliffe
U. S. Senator of Maryland
Washington, D. C.

Dear Senator Radcliffe:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County, Sponsors of the Salisbury Airport, are in somewhat of a dilemma in attempting to secure an appropriate priority rating to cover materials needed for the drainage system.

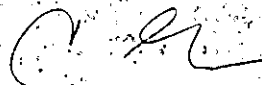
At the present time, we have an A-1-e Preference Rating. In order to obtain the necessary steel required to manufacture the reinforced concrete pipe, a rating of AA or AAA is absolutely essential.

The airport, now under construction at Salisbury, has been included in a list of airports essential to national defense according to communications addressed to Mr. Harry D. Williar from Colonel H. E. Fisher, Headquarters First Air Force, Eastern Defense Command, and General Milton A. Reckard, under date of May 12, 1942.

Inasmuch as this project appears to be necessary to national defense, we will appreciate your efforts in assisting us in obtaining the proper clearance from the Army and Navy Munitions Board. Copies of letters, dated August 11 and 15, addressed to Mr. Harry D. Williar, Federal Works Agency, which show the status of the application for a higher preference rating, are enclosed for your perusal.

Will you kindly advise us regarding this matter at your very earliest convenience.

Sincerely yours,



City Engineer

CG vg

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION
1911 N. Chester Street
Baltimore, Md.

REF:GEM/ALR

August 15, 1942

Mr. G. W. Bornefeld
Director of Operations
1104 Baltimore Trust Building
Baltimore, Maryland

re: Requisition GAA-26 - Work Project 3941
Purchase Order 25-5779

Dear Mr. Bornefeld:

Yesterday, while in Washington, I went to the War Production Board office and was in conference with Mr. Connant, a representative from our Central Office, who is substituting for Mr. Hookersmith, and who now has a desk in the Bureau of Governmental Requirements Office of the War Production Board.

The main topic discussed was when and how soon we will get an amendment to the A-1-e Preference rating to effect delivery of the Reinforced Concrete Pipe for the Salisbury Airport. It seems that our request for the amendment is getting tossed around between the Iron and Steel Branch and the Army and Navy Munitions Board. Frankly, yesterday we were unable to find out in whose hands it really was. It was definitely determined that the request had reached the Construction Section of the Army and Navy Munitions Board on August 12, 1942.

Mr. Connant is of the opinion that some pressure should be brought on the subject direct by some one of prominence, who is locally interested in the completion of the Airport. There seems to be doubt in everyone's mind as to the actual End Use of the airport when the job is completed, is it to be turned over to the Army or Navy, and how important is it to the War effort.

It was further suggested that contacts be made with Major Lear of the Army with respect to the importance of getting the AA rating to get the pipe delivered.

Yours very truly,

HARRY D. WILLIAR, JR.
Administrator

/s/

Arthur L. Rhoads
State Supply Manager

C
O
P
Y

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION

August 11, 1942

Mr. Harry D. Williar, Jr.
Work Projects Administrator for Maryland,
Delaware, District of Columbia
1100 Baltimore Trust Building
Baltimore, Maryland

Attn: Mr. Arthur L. Rhoads
State Supply Manager

Subj: WPB Serial No. 7198
Work Project 3841
Requisition 25-OAA-26
Purchase Orders 25-5779 & 25-5779-1

My dear Mr. Williar:

Reference is made to Mr. Rhoads' letter of August 6, 1942, regarding the issuance of an amendment to the preference Rating Order on the subject project in order that delivery of the reinforced concrete pipe can be effected.

The Bureau of Governmental Requirements of the War Production Board has advised that the War Department has recommended the issuance of a rating sufficiently high to secure delivery of the pipe. Before the amended order can be issued it must be cleared through the Iron and Steel Branch, the Army Navy Munitions Board, and the Review and Approval Section.

It is impossible at this time to ascertain whether or not the amended order will be issued. This office will give all possible assistance and will keep you informed concerning the action taken by the War Production Board.

Very truly yours,

John F. Hough
Director, Supply Section

blind copy for M. & C Meeting

August 13, 1942

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

We respectfully request permission to use, from inventory, approximately 175 linear feet of 2-inch galvanized steel pipe and approximately 70 linear feet of 3/4-inch g.w.i. pipe to furnish water service to three properties located on Short Street, in the city of Salisbury, Maryland.

This extension does not appear to come within the scope of Amendment No. 3 to Preference Rating Order P-46 of Part 978-Utilities; Maintenance, Repair and Supplies, issued under date of July 30, 1942.

The three properties requesting water service were authorized by the County Health Officer, Dr. Seth H. Hurdle, to connect with the municipally owned water and sewerage system.

The Mayor & Council of Salisbury,

CG vg

City Engineer

CITY HALL - SALISBURY, MARYLAND - AUGUST 24, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night August 24 at 7:30 with the following members present: Councilmen John G. Howie, Claude E. Russell, Clifford H. Duffy, Council President W. T. Gardner with Mayor I. Virgil Hitchens and Councilman Albin A. Hayman absent because of sickness.

1. Mrs. Hastings residing at 617 East Main Street together with her daughter-in-law came before the Mayor and Council to complain about Mrs. Hastings's son's arrest. Both the mother and daughter-in-law told the Council that her son was arrested as a result of a neighbor's request who knew nothing about any trouble whatsoever and that as far as they know he had been repairing a radio and had turned a lamp over which had caused a noise and might have made them think they were fighting. They both complained about the manner in which Richard Hastings was handled by Officers Hubbard and Briddell. They told the Council that Richard Hastings was perfectly harmless and that anybody could take him to jail without the slightest bit of trouble. The Council said that they would work on it and look into the matter for Mrs. Hastings and her daughter-in-law.
2. Chief Chatham reported the department was now handling a large size automobile truck tire valued at approximately \$110 for which they had not yet found an owner. The Council suggested that since the tire was a Goodrich tire that they try to trace its owner through the Goodrich Company.

Chief Chatham presented his weekly daily report which was ordered accepted and filed by a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.

3. Mr. Roland Prag, Harbor Master, reported the river in a satisfactory condition. He further reported that the railroad company were preparing to fix up their Mill Street wharf property.
4. Dr. Seth H. Hurdle and Mr. Tilghman McCabe of the Health Department came before the Mayor and Council relative to the unsanitary condition of the Paradise Club operated by John Flamer, colored, and owner by David Wroten formerly of Salisbury. They explained that the sanitary facilities should be improved or the premise closed and recommended that the Council take steps to so notify the property owner Mr. Wroten. A copy of a complaint from the manager of F. H. Holtz 5¢ & 10¢ Store on the first floor of the building and report from Tilghman McCabe, sanitary inspector, were presented and was ordered filed.

Councilman Russell offered a motion which was seconded by Councilman Howie directing the City Solicitor to inform Mr. Wroten that sanitary facilities of the Paradise Club would have to be remedied to comply with the plumbing code or it would be necessary to close the premises.

Councilman Russell brought to the attention of the Health Officer the abnoxious odor coming from Swift and Company on Willow Street. The Health Officer said that he was

aware that it was offensive and had called on them to ask them to take some step to remedy the situation.

5. An ordinance repealing and re-enacting, with amendments, Paragraph (d) of Section 12, General Provisions, (Part 2) of Ordinance No. 332 entitled "Plumbing Code of the City of Salisbury, Maryland," and re-enacting the same, with amendments; regulating the maintenance of connections to properties and providing for installation of clean-outs, was presented by the City Solicitor. Councilman Howie made a motion which was seconded by Councilman Russell and duly passed approving the ordinance for its final reading and authorizing it signed.
6. The City Solicitor, Mr. Potts, reported that the By Pass option on the Mrs. Miller properties contained no agreement whatsoever relative to raising or moving the houses and he saw no way in which the City was bound to do so. He further reported that the Gardner-Pease option contained no reference to granting a sidewalk on any other condition which had not already been fulfilled by the City.
7. The Council asked the City Solicitor for his opinion relative to the Pope land on College Avenue. Mr. Potts explained that he understood that Mr. Pope had title to the 5 foot grass plot as he advised the City but his title was to the effect that it could be used only for that property and that he did not believe the City could buy it and use it for a street bed.

Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed instructing the City Solicitor to remove from the Pope property five feet of the bank-run gravel recently applied there for street use and to refill the same area with earth or sand.
8. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Engineer to inform Swift and Company that the City would sell them approximately 200 feet of frontage from the City's property in the rear of Willow Street and in the rear of the Swift and Company property for the sum of \$3,000 subject to the provisions that Swift and Company would lay a drain tile through that property to provide for drainage from the bog at their expense and subject to the provisions that the City would have the privilege to cross that piece of property to have access to the remainder of its property in the rear and provided that the company understand that the City might not be in a position to give them new sewer connections for that property due to war restrictions.
9. Purchase Order No. L-40 to the Automatic Signal Corporation was presented for the Council's approval. Councilman Russell offered a motion which was seconded by Councilman Howie and

duly passed approving and authorizing the purchase.

10. Purchase Order No. L-43 was presented to the Council for lawn mower parts for the park.
11. The Mayor and Council received the following bids on purposeal f.o.b. Salisbury:

Purposeal Products Company, Denellan, New Jersey - \$36.50 per Ton

Atlas Mineral Supply Company, Merztown, Pennsylvania - \$30.00 per Ton, plus freight

Sencor and Company, Baltimore, Maryland - \$45.00 per Ton, with a high priority rating.

Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing purchase from the lowest bidder, Purposeal Products Company, charged to the Capital Fund.

12. The City Engineer reported to the Council on the retainer wall about the Insley property and the Adkins property on the By Pass. He explained to the Council that he had a letter from Mr. Ralph Grier dated August 19 which explained that his Commission had taken the matter of the construction of the retainer wall about these two properties up with the State Roads Commission and that they, the local Commission, understood that the State Roads Commission would erect these walls at their expense.

The City Engineer explained he had written Mr. Whitman of the State Roads Commission forwarding him a copy of Mr. Grier's letter and advised the Council also that he had given Mr. Insley a copy of this letter.

13. The City Engineer presented a letter from the C & P Telephone Company requesting permission to replace pole No. 8 on Baltimore Avenue west of Elm Street.

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed approving the request.

14. The City Engineer presented letters received from our senators replying to the City's request for a higher priority rating on the material need for the airport construction. They explained that they were following the matter through and had so far followed it up to the final stage and hoped shortly to have it approved.

15. The City Engineer explained the Diesel engine at the Water Plant was in need of repairs and suggested that the City follow the same procedure as they had previously done and

Minutes of the Mayor and Council

Page #4

August 24, 1942

asked the E. S. P. S. for their mechanic to overhaul and repair the engine.

Councilman Russell offered a motion which was seconded by Councilman Duffy authorizing the City Engineer to request E. S. P. S to assist them in repairing the engine for the account of the Water Department.

16. The Mayor and Council were invited to participate in the Navy parade ~~Tuesday~~ ^{Wednesday} August 25 at 7:00.

17. Councilman Russell offered a motion which was seconded by Councilman Howie approving the minutes of August 17 as amended.

18. Vouchers No. 18,442 to 18,452 inclusive were read, approved and authorized signed by a motion made by Councilman Russell seconded by Councilman Howie and duly passed. Voucher No. 18429 was read, approved and authorized signed upon motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

The meeting adjourned at 9:30.

APPROVED:

8/31/42
Date

W. J. Garvey
President of Council

W. A. H. Insley
Clerk

A special meeting of the Mayor and Council was held at the close of the regular meeting at the City Hall on August 24 at 9:30 with the following members present: President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. The City Engineer presented a project proposal and application to the Federal Works Administration, Form No. 301, filled out in the amount of \$366,101.00 for completion of the Salisbury-Wicomico County Airport.

Councilman Duffy offered a motion which was approved by Councilman Howie and duly passed authorizing the Mayor to sign the application provided, however, the County Commissioners concurred and approved likewise.

2. The Council called Chief Chatham to appear in connection with the Ha tings affair. He presented a record of arrests and convictions and explained the recent affair in si far as he had knowledge of it. The Council felt after hearing this that they should take no action and left it at the Mayor's disposal.
3. The Minutes of the special meeting of August 17 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.

The meeting adjourned at 10:15.

APPROVED:

8/24/42
Date

President of Council

W. T. Gardner
Clerk

CITY HALL - SALISBURY, MARYLAND - AUGUST 31, 1942

Mayor and Council met in regular session at the City Hall Monday
August 31, 1942 at 7:30 with the following members present:

Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Council-
man Claude E. Russell, John G. Howie, and Clifford H. Duffy, with Coun-
cilman Albin A. Hayman absent due to illness.

1. The Harbor Master, Mr. Roland Prag, had nothing unusual to report.

2. Officer Nichols came before the Mayor and Council and informed
them that he was being called to the armed forces of the U. S.
Army and requested a leave of absence for the duration. Council-
man Russell offered a motion which was seconded by Councilman
Howie and duly passed approving the leave becoming effective
September 12.

3. Chief Chatham reported that Officer Nichols had requested a week's
vacation with pay.

Councilman Russell offered the motion which was seconded by
Councilman Howie approving the vacation. It was duly passed.

Chief Chatham presented his weekly log which was ordered accepted
and filed.

Chief Chatham also brought to the attention of the Council the
need for new overcoats for the Police Department. The Council
instructed the Chief to secure bids for the required coats in
order that their cost might be incorporated in the new year's
budget.

4. The Building Inspector, Mr. Hastings, presented his monthly report
which showed total permits issued in the amount of \$13,002.84.
It was ordered accepted and filed.

5. The report of the fire loss totaling \$708.25 covering damage to
fire house No. 2 and contents was presented to the Mayor and
Council for the Mayor's signature on proof of loss. It was
ordered approved and signed upon a motion offered by Councilman
Howie, seconded by Councilman Russell and duly passed.

There was presented an agreement with W. Theodore Parker and
Joshua L. Freeny for furnishing all labor and material in the
repair of the fire house No. 2 which was damaged by lightning
for the sum of \$637.48. The contract was ordered accepted
upon a motion made by Councilman Russell, seconded by Councilman
Duffy and duly passed.

Note: The difference in the amount of fire loss and the contract
represents the payment for content loss.

6. Mr. Harry Hastings, Building Inspector, gave a report on a new
house proposal for Salisbury and in connection therewith presented
some letters.

The Council decided to look further into the proposal.

7. Mr. James A. White, Plumbing Inspector, presented a report showing

the scope of work covered by the plumbing division for the month of August together with a report on delinquent water collections. They were both ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

The Plumbing Inspector presented a request in behalf of Mr. Robert Mitchell for water services at his father's property on Catherine Street for water services for one spicket only since he was unable to find any frostproof sanitary toilet which he could install there. Mr. White reported that Mr. Mitchell would put in the sanitary facilities whenever he could find the necessary items. Mr. White was instructed to take the matter up with Dr. Hurdle of the Health Department.

8. Mr. Hastings reported that Mrs. Flemming of North Division Street requested him to inform the Council that her recent offer on the North Division Street-By Pass houses could again be considered if the Council was ready to accept bids for their sale.
9. The City Engineer forwarded a request from Mrs. Sidney Daugherty that a light be placed on the North Division Street overhead bridge. The Council agreed to take the matter under consideration.
10. The City Engineer presented a letter from the State Roads Commission signed by Mr. Whitman advising the Council that the Commission did not feel that they had any responsibility for the retainer walls about the Adkins & Insley properties on the By Pass.

The City Engineer then explained that the City might build around the Insley property a concrete retainer wall, a concrete rubble wall faced with cement or a concrete rubble wall with a brick face. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed that they proceed with the building of one of the latter two types of walls if it were satisfactory to Mr. Insley; otherwise the City Engineer was to proceed immediately with the plans for a concrete wall.

11. The City Engineer notified the Mayor and Council that Mr. Harry Disharoon had resigned from the Garbage Department and recommended that Mac Smith be transferred to the Garbage Department at the weekly salary of \$20.00. The transfer was approved upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
12. The City Engineer requested the Mayor and Council to consider providing a storage place at the City Park for such tools as mowers, rakes, etc. The Council agreed to meet with the City Engineer together with Mr. Hastings at the City Park Tuesday at 1:30 to consider the proposal.

13. The City Engineer presented a letter from Red Star Motor Coaches on a storm water drain for the front of their property.

They agreed to pay for the sewer if the City would reimburse them during the next fiscal year. The City Engineer cited the minutes of September 29, 1941 and June 29, 1942 which pertained to a sewer connection. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Engineer to write the Red Star Motor Coaches that the City would place this sewer if their company would furnish all the materials.

14. Purchase Order No. L-4 for steel brush wire recently approved was re-approved for 1,000 pounds of wire. The Council also approved the purchase of 1,000 pounds of brush material at 25½¢ per pound from Theodore H. Morris Co., Wayne, Penna.

15. The City Engineer reported that the Salisbury-Wicomico County airport now had a AAA priority rating for steel needed at the airport.

16. The City Engineer reported that Shannahan Artesion Well Co. was now constructing the new wells in the City Park.

17. The City Engineer presented a complaint from Mrs. Lillian W. Short on a water bill in the amount of \$8.34 for her property at 245 Main Street dated 3/16/42. He reported further that her water bill for June was in the amount of \$5.70 and that a test of August 1, 1942 revealed an estimated bill of \$4.60.

Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed that the Water Department be authorized to bill her the average of \$5.70 and \$4.60 as her bill for the period which was billed as \$8.34.

18. The City Engineer reported on a water bill to Charles E. Wilkins for his property on Poplar Hill Avenue. He reported that an inspection report which showed a hose connection at that property which the property owner explains is not there and for which he asks credit. The Plumbing Inspector also informed the Council that a recent examination showed no such connection on the property. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed to allow one year's credit to Mr. Wilkins for this outside spicket.

19. The City Engineer presented quotations on the RC 2 asphalt in wooden barrels from Panama Petroleum Company of Baltimore, \$13.2 per g.f.o.b. Baltimore, provided the City could furnish a government certificate.

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the acceptance.

August 31, 1942.

of this bid and approving the purchase of 10,000 gallons of asphalt.

20. The City Solicitor reported he had written Mr. Wroten in regards to his Main and Lake Street property advising him that he must conform with the existing sanitary code.
21. The Council instructed the City Solicitor to notify Mr. Theis that he must remove his building on the Calloway Street right of way within thirty days.
22. The City Solicitor informed the Council that he would make a report in connection with Elmer C. Williams' recent letter very soon.
23. The City Engineer reported he had received an offer of \$50 for the tin on the chicken houses on the Godfrey property at the airport. Councilman Russell offered a motion which was seconded by Councilman Howie approving the sale.
24. The Mayor and Council designated Mr. James White to handle the new collections and water service cut-offs for the Water Department.
25. The Mayor reported a request from the local theatres for a proclamation to be issued for the sale of war bonds. The Council unanimously approved the proclamation.
26. Vouchers No. 18,453 to 18,473 inclusive were read, approved and authorized signed upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
27. The Mayor and Council received a letter from the Southern Materials Corporation in which they forwarded a deed for a certain strip of land to provide for the widening of Wicomico Street.

The deed upon a motion offered by Councilman Russell, seconded by Councilman Howie was authorized accepted and ordered recorded. It was duly passed.
28. The City Treasurer presented a check from Mr. Avery W. Hall for \$5.44 in settlement of J. Roland Johnson's bill for installing a piece of glass in one of the City's cars under Policy No. Fidelity and Guaranty Fire Corporation CS-78522. The check was ordered accepted and a voucher issued to J. Roland Johnson for the above mentioned sum.
29. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed authorizing the borrowing of \$3,000 from the Farmers and Merchants Bank on a demand note at 4% , at the same time authorizing the Mayor and Treasurer to sign the said note.

30. The Mayor reported a letter from the Governor requesting him to appoint one man to be in charge of transportation for national defense purposes and asked if the Council had any recommendations in the matter.
31. The City Clerk was instructed to inform all departments that a recent ruling made by the OPA made it necessary for the City to require all departments to maintain detailed records of gasoline consumption and oil issued to each piece of City owned apparatus. The letter was to be signed "MAYOR AND COUNCIL - By: Mayor" and in the case of the Fire Department the letter was to be directed to the Chief who was to notify the custodian of each department to maintain such a record separately for fire house 1 & 2. The Fire Department was also to report the number of fires at which they were called and consumption at each fire.

The meeting adjourned at 10:45 P.M.

APPROVED:

Date

W. J. Gorman
President of Council

W. H. Dwyer
Clerk

August 20, 1942

S-2

Mr. F. L. Insley
315 E. William Street
Salisbury, Maryland

Dear Mr. Insley:

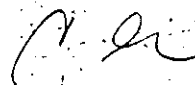
I am in receipt of a letter dated August 19 from Mr. Ralph H. Grier, Chairman of the Salisbury By-Pass Committee, in which he advises me that the State Roads Commission made a verbal agreement to construct retaining walls abutting your property and the property formerly owned by E. Dale Adkins.

I am enclosing copy of letter forwarded to Ezra B. Whitman, Chairman of the State Roads Commission, requesting the construction of retaining walls.

In view of this verbal agreement, it is possible that the Mayor and Council of Salisbury will save a considerable sum of taxpayers money.

I feel sure that a definite reply will be received within a few days and I will get in touch with you immediately.

Sincerely yours,



CG vg

City Engineer

✓ cc: The Mayor and Council of Salisbury

copies sent to: Fitzhugh L. Insley
✓ Mayor and Council of Salisbury

August 20, 1942

S-2

Mr. Ezra B. Whitman, Chairman
State Roads Commission
Federal Reserve Bank Building
Baltimore, Maryland

Dear Mr. Whitman:

Mr. Ralph H. Grier, Chairman of the Salisbury By-Pass Committee, has called my attention to a verbal agreement made with the State Roads Commission regarding the construction of two retaining walls on the West side of the Salisbury By-Pass abutting the properties owned by Fitzhugh L. Insley and Dale Adkins. A copy of Mr. Grier's correspondence dated August 19 is enclosed.

These properties vary from 4-feet to 5-feet above the established grade of the Salisbury By-Pass and are approximately located between Station 260 plus 25 and Station 264 plus 05.

Inasmuch as these properties appear to be in somewhat of a precarious position, will you kindly advise if it is possible for the State Roads Commission to construct retaining walls at this location.

Sincerely yours,

CG vg

City Engineer

THE R. D. GRIER & SONS CO.
Salisbury, Maryland

August 19, 1942

Mr. Clarke Gardner
City Engineer
Salisbury, Maryland

Dear Mr. Gardner:

Referring to our conversation with reference to retaining walls on two pieces of property on the Salisbury By-Pass, I wish to state that, during one of our conferences with the State Roads Commission, this question of the retaining wall was discussed and the writer remembers very distinctly of calling attention to the property formerly owned by Mr. E. Dale Adkins, as this piece of property was known to one of the members of the commission. It was made clear that this property was located on a hill and would require some kind of retaining wall and that directly opposite the Adkins property was another property, owned by Mr. Fitzhugh Insley, which was similarly located and would require a retaining wall.

Although there was never anything put in writing about this that our committee recalls, we thought that we were given to understand that the state would build these two pieces of retaining wall.

The reason for placing the retaining walls at these properties was to avoid the necessity of tearing away too much of the side yards. I, therefore, trust that you will be successful in having these retaining walls built because this committee did advise the property owners that they would be erected, as we felt had been agreed to by the State Roads Commission.

Very respectfully yours,

SALISBURY BY-PASS COMMITTEE

-signature- RALPH H. GRIER

RHG:C

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 4, 1942

A special meeting of the Mayor and Council was held at the City Hall Friday night, September 4, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell, Clifford H. Duffy with Councilman Albin A. Hayman absent due to illness.

1. Voucher No. 18,474 was read, approved and authorized signed.
2. Project proposal No. OP 7273 covering the supervision and operation of a public nursery school was presented and authorized signed by the Mayor.

APPROVED:

Date

President of Council

W. T. Gardner
Clerk

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 7, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, September 7, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, and Claude E. Russell, with Councilman Duffy absent and Councilman Hayman absent due to illness.

1. Corporal Bowler of the Maryland State Police came up with Chief Chatham to explain the merits of the new radio system and recommended F.M. to the Council.

The Council authorized the Chief of Police to write the Motorola Radio Company to secure their best price on a new F. M. set with a trade-in allowance for their old equipment.

Chief Chatham presented his weekly daily police log which was ordered accepted and filed. He also presented his report of gasoline consumption for the month of August which was ordered accepted and filed upon a motion which was offered by Councilman Howie, seconded by Councilman Russell and duly passed.

Chief Chatham presented a certificate for purchase of a new motor vehicle from the local rationing board. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the Chief of Police to sign the said certificate and to secure prices on a new automobile.

The Council asked the dog committee composed of Councilman Russell and Councilman Hayman to see Dr. Murphy and to give the Council a report on the recommendations in the matter of the dog control.

2. Mr. Harry Hastings, Building Inspector, presented plans for a tool house which was proposed constructed at the City Park. The Council authorized the Building Inspector to secure bids on the construction.
3. The Plumbing Inspector brought up the recent request of Robert Mitchell for water service at one of his father's houses on Catherine Street. In connection with this the City Engineer presented a letter from George L. Hall advising the City Engineer on water services and extensions.

Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed instructing the City Solicitor to write the War Production Board and the State Department of Health to determine the manner in which the City should act on this request in particular and on future requests.

4. Mr. James A. White in behalf of the Fire Department requested the Council to issue the Fire Department a dog tag and license.
5. The Council was informed that the tool house of Mr. Jenkins had not yet been moved from its location on Wood Street.

The City Solicitor was instructed to notify Mr. Jenkins that

if it wasn't moved in two weeks the City Solicitor was ordered to file an order of mandamus.

6. The City Engineer presented a letter from James M. Bennett Superintendent of the County Schools in which he was informed that the Board of Education would give the City a piece of property along the north end of their North Salisbury School property for the purpose of constructing a street if the construction work could be done before January 1.

The City Engineer was authorized upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed to write Mr. Bennett and advise him that the Council would accept their proposal if agreements could be reached with the other property owners for the necessary land to complete the street, but to advise them that it was probable that the City would not construct the new street in the present time or before January 1 due to war conditions which limited their ability to secure materials for new streets.

7. The City Engineer presented a letter from Tilghman McCabe in which he advises the City Engineer that he had investigated the conditions in and about the property of Swift and Company on Willow Street and had found that the premises were adequately cared for but that he had recommended a few additional measures which he hoped might help kill the odor which was reported.
8. The City Engineer presented a report on the operations of the water and sewer department for the six months ending June 30, 1942. It was ordered accepted and filed upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed.
9. The City Engineer presented a complaint in behalf of John W. and Rosa Smith on their water bill for their property at 912 East Church Street. He explained an original inspection report shows a bathroom unit and a kitchen sink for which he had been billing them but a more recent report showed only a kitchen sink with an outside spigot. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the Water Department to credit the above mentioned account for the bathroom fixtures which had never been installed and to charge them for the use of the outside spigot which had never been charged.
10. The City Engineer presented a letter from C. E. Bornefeld asking for detailed specifications and typical section of the compacted gravel base for the paving of the Salisbury Airport together with a reply to Mr. Bornefeld advising him that the plans and specifications had been transmitted to Mr. H. R. Hershey.
11. The City Solicitor presented an agreement he had prepared

September 7, 1942

between the Mayor and Council and Standard Oil Company to the effect that the Standard Oil Company would have the right to use the building now located on the corner of Old Water Street and the By Pass as long as it existed and was used at that location. The agreement was in connection with a deed that he had prepared to be forwarded to the Standard Oil Company in which they deeded this parcel of land to the Mayor and Council in connection with the opening of the By Pass. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the execution of the agreement and authorized it signed and forwarded to the Standard Oil Company for execution with the deed.

12. The City Solicitor presented an agreement prepared by Stanley Robins, Attorney, for Mr. Charles T. Bradley in which he agreed that a small strip of land between the By Pass and his property should be deeded directly to Sara Mitchell instead of to him as agreed in his By Pass option. The City Solicitor also presented a bond which was proposed executed by Sara E. Mitchell to save harmless the City in case of suit if the property was deeded directly to her. The Council instructed the City Solicitor to see Mrs. Mitchell about the matter.
13. Vouchers No. 18,475 to 18,481 inclusive were presented, authorized approved and signed upon a motion made by Councilman Russell, seconded by Councilman Howie and duly passed.
14. The City Treasurer presented a report of John W. Downing, Chairman Finance Committee of Civilian Defense which showed among other things a balance in bank as of September 1, 1942 of \$238.12. The report was ordered accepted and placed on file.
15. The Clerk presented a letter from Alton E. Hughes, Secretary to Civil Service Commission in which he forwarded a request for employment from Mr. Luther Webster. The letter was ordered accepted and placed on file.
16. The City Clerk presented a letter from James M. Bennett, Superintendent of County Schools in which he requested some information on the City's assessable basis, levy and tax rate. The Clerk was instructed to acknowledge receipt of the letter and to advise him that the City would be in a better position to furnish the information after its final budget was presented October 1.
17. The minutes of the meeting of the Mayor and Council meeting held August 31 were read, amended and ordered approved upon a motion made by Councilman Howie, seconded by Councilman Russell and duly passed.

The meeting adjourned at 10:00 P.M.

Minutes of the Mayor and Council
Page #4
September 7, 1942

APPROVED:

8/14/42
Date

W. S. Garrow
President of Council

W. H. Indig
Clerk.

DPS Form 41
Revised 7/1/42

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION

O.P. No. 7273

Job No. _____

Project Proposal Job Schedule

Date Sept. 4, 1942

Authorization is hereby requested to undertake the work described below as an activity under Official Project 365-1-25-1, Work Project 7273.

To supervise and operate public nursery schools, pre-schools, and play groups. Conduct related parent and family life education. Provide needy service to public in time of public emergency.

J. Sigel
(Signed) The Mayor & Council of
Co-Sponsor. Salisbury

Approved: University of Maryland
Sponsor

The work proposed in this schedule is eligible as an activity under Official Project _____, it is in accordance with present administrative policies, and sufficient qualified persons are available for immediate assignment to it. It is, therefore, recommended for approval.

(Date) _____

Director, Service Division

Approved: _____

(Date) _____

Administrator

SUMMARY of COSTS

	Federal Funds		Co-Sponsor		Total	
	Dollars	%	Dollars	%	Dollars	%
Labor & Supervision						
Non-labor			* \$45.00			
Total Cost						
Total Cost Apportioned	xxxxxx		xxxxxx		xxxxxx	

* Dwelling three months @ \$10.00 per month \$30.00
Play ground facilities for three months @ \$5.00 per month 15.00
(OVER)

DPS Form 41
Revised 7/1/42

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION

O.P. No. 7273

Job No. _____

Project Proposal Job Schedule

Date Sept 4-1942

Authorization is hereby requested to undertake the work described below as an activity under Official Project 365-1-25-1.001, Work Project 7273.

"Supervise and Operate Public Nursery School and Pre-School Play Groups conduct relate parent and Family life education and provide needed services to the public in times of public emergency"

THE MAYOR & COUNCIL

(Signed)

Co-Sponsor

Approved: _____

Sponsor

The work proposed in this schedule is eligible as an activity under Official Project _____, it is in accordance with present administrative policies, and sufficient qualified persons are available for immediate assignment to it. It is, therefore, recommended for approval.

(Date) _____

Director, Service Division

Approved: _____

(Date) _____

Administrator

SUMMARY of COSTS.

	Federal Funds		Co-Sponsor		Total	
	Dollars	%	Dollars	%	Dollars	%
Labor & Supervision						
Non-labor			30.00	3 month		
Total Cost			per			
Total Cost Apportioned	XXXXXX		XXXXXX		XXXXXX	

X RENTAL VALUE OF BUILDING
(OVER)

STATE OF MARYLAND
DEPARTMENT OF HEALTH
Baltimore, Md.

September 1, 1942

Mr. Clarke Gardner
City Engineer
Salisbury, Maryland

Dear Mr. Gardner:

I have your letter of August 29 regarding the installation of plumbing fixtures in Salisbury and connection of the properties to the municipal sewerage system. You inquire whether such work is permissible at the present time in view of the restrictions which have been placed on essential materials by the War Production Board.

It seems to me that under Limitation Order No. L-79 as amended May 23, 1942, relating to metal plumbing and heating equipment, it is possible to purchase a metal plumbing fixture not costing more than \$5.00 provided that it is sold as part of an order the total cost of which does not exceed \$10 and providing that the purchaser has a preference rating of A-10 or better. These restrictions are approximately the same as those noted in L-79 issued April 16, 1942, copy of which was sent you.

With regard to the \$500 limit for construction, this applies, according to my understanding, to an entirely new project and does not cover the installation of plumbing in an existing dwelling or repairs thereto, as covered by Conservation Order No. L-41, Construction, issued by the War Production Board April 9, 1942, a copy of which I presume you have.

I trust the above information will be of some assistance to you in this connection.

Yours very truly,

GEORGE L. HALL /signed/

Chief Engineer

GLH g

September 2, 1942

Engineering Data-Grading
Salisbury Airport W.P. 3941

Mr. O. F. Bornefeld
Director of Operations
Work Projects Administration
Baltimore, Maryland

Dear Mr. Bornefeld:

This will acknowledge your letter of September 1 requesting information involving quantities in connection with the grading contract.

Our original estimate provided for approximately 385,000 cubic yards of unclassified excavation and your specifications stipulated a latitude of 25 per cent, plus or minus. After plotting the true profiles over the contour profiles, as shown on the master plan, we feel that the final quantities will be well within the limits specified providing the construction work is done in conformity with engineering plans and specifications. We have shown Mr. Hershey (WPA Superintendent) the result of the plottings and he expressed himself as being satisfied with our conclusions.

Under these circumstances, may we suggest that extreme caution be exercised by your representatives before promulgating ideas concerning radical changes in the Sponsor's engineering plans and specifications.

Sincerely yours,

CC vg

City Engineer

cc: Mr. A. L. Wessel - CAA
Mr. J. W. Belcher, Jr.
Mr. H. R. Hershey, Supt.
County Commissioners of Wicomico Co.
The Mayor & Council of Salisbury

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION
3100 BALTIMORE TRUST BUILDING
BALTIMORE, MARYLAND

September 1, 1942
Refer: Oper: CFB/lc

Mr. Clarke Gardner, City Engineer,
Salisbury, Md.

SUBJECT: Engineering Data - Grading - Salisbury
Airport - W. P. 3941

Dear Mr. Gardner:

Confirming our telephone conversation of yesterday, please furnish us with copy of the Master Cross-Sections, including areas of sections and cubic yards of material in cuts, fills and waste. It is requested that this data be made available to us at the earliest possible time, in order that we may be advised as to any variation which may be expected between the grading quantities as indicated by grade stakes now set by you and the quantity of 385,000 cubic yards of grading on which the Production-Rental Contract was based.

You will appreciate the necessity of having this data available at the earliest possible time, as it is most important that we know anticipated quantities of cuts, fills and waste, in order that adequate construction planning and supervision of expenditures may be made by us, and the proper disposition of any overages may be made before the contractor progresses to such a point where delay in operation may become inevitable.

We have requested Mr. Hershey to assist you in every way in this matter.

Very truly yours,


C. F. Bornfeld,
Director of Operations

CC:
Mr. J. H. Belcher, Jr.
Mayor & Council - Salisbury
Mr. H. R. Hershey, Supt.
Mr. A. L. Wessel - CAA
County Commissioners Wicomico Co.

September 3, 1942

Paving - Salisbury Airport
W. P. 3941

Mr. C. F. Bornefeld
Director of Operations
Work Projects Administration
1100 Baltimore Trust Building
Baltimore, Maryland

Dear Mr. Bornefeld:

This will acknowledge your letter of September 1 requesting specifications and typical section of the compacted gravel base for the Salisbury Airport.

The plan and specifications have been completed and we are transmitting copies to Mr. H. R. Hershey today.

Sincerely yours,

Clark Gardner

City Engineer

CG vg

cc: Mr. A. L. Wessel
Mr. J. W. Belcher, Jr.
Mr. H. R. Hershey
The Mayor and Council of Salisbury
The County Commissioners of Wicomico County

September 1, 1942

Mr. Clarke Gardner,
City Engineer,
Salisbury, Md.

SUBJECT: Paving - Salisbury Airport
W. P. 3941

Dear Mr. Gardner:

Confirming our telephone request of August 31, 1942, and our verbal request on date of August 4th at the Airport Site, will you please furnish us with the necessary specifications and typical section of the compacted gravel base for the paving of the Salisbury Airport.

It is our understanding that necessary documents for requisitioning and advertising this unit of work have been prepared by our Mr. Hershey, and that the C.A.A. basic specifications are being checked by you.

We desire to advertise for this unit of work without further delay.

Very truly yours,


C. F. Bornefeld,
Director of Operations

CC:
Mr. J. W. Belcher, Jr.
Mayor & Council - Salisbury ✓
Mr. H. R. Hershey
Mr. A. L. Wessel
County Commissioners Wicomico County

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 7, 1942

A special meeting of the Mayor and Council of Salisbury was called at the close of the regular meeting on September 7, 1942 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, and John G. Howie with Councilmen Albin A. Hayman absent due to illness and Clifford H. Duffy absent.

1. The need for a new employee to read water meters was brought up. The Council unanimously agreed to authorize Mr. James A. White to assume these new duties for the time being.
2. The Mayor presented a letter from Mrs. Bessie Crisp of 106 Cooper Street, Salisbury, in which she presented a bill to the Council in the sum of \$5.00 for papering the hall in the house in which Mrs. Ernest Dove lives who had refused to pay her that amount.

The Council instructed the Clerk to inform Mrs. Crisp that they had not authorized the papering of the hall and therefore were not in a position to approve payment for the bill.

3. The Mayor brought to the attention of the Council the recent construction of a building on Marshall Street on the property of Wallace Pollitt which was constructed without a permit and pointed out that the Building Inspector had recently advised him to cease work on it. It was pointed out that it was built beyond the building line. The Council agreed that the Mayor should investigate the matter further to see what could be done.
4. The City Engineer informed the Council on the present work and conditions at the airport together with a letter from Mr. Bornefeld and a reply to Mr. Bornefeld.

The meeting adjourned at 12:05.

APPROVED:

8/14/42
Date

W. T. Gardner
President of Council

W. H. Indley
Clerk

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 14, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, September 14 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell with Councilman Clifford H. Duffy absent and Councilman Albin A. Hayman absent due to illness.

1. Mr. Sam Maddox came before the Mayor and Council to complain about the dogs in the rear of his home between Broad and Church Street.
2. Mr. Roland Prag, Harbor Master, reported that the B.C. & A. and Farmers and Planters Company were now preparing to repair their wharf property.
3. Police Chief Chatham presented his weekly log together with his parking violation report which were both ordered accepted and filed.

The Chief reported he had asked for bids on new automobiles from Oliphant Chevrolet Company, Wicomico Motor Company, and Cavanaugh Motors, Inc. and had received only two bids, one from Cavanaugh and the other from Wicomico Motors. The Wicomico bid was cancelled before it was presented to the Council since their only automobile was sold. The only other bid, Cavanaugh Motors, was as follows:

1 - 1942 Ford Dlx Tudor Sedan with V8 Motor Complete	\$1,102.25
Less allowance your 1940 Ford Dlx Tudor Sedan	<u>402.25</u>
	\$ 700.00
Less Federal car tax	<u>20.00</u>
NET DELIVERED SALISBURY, MD.	\$ 680.00

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase of this new car to be charged to their new budget and instructed Chief Chatham to seek to include new seat covers at this price if possible.

The Chief reported a telephone call from the Motorola Radio Company which advised him that they would send a representative here in the next two or three weeks to look over the City's old radio set.

4. Pvyts. Lou Nagy and Albert Bruni of the Public Relations Division of Camp Somerset came before the Mayor and Council to ask permission to hold a show at the Arcade Theater Sunday October 11 or 18 between 2:30 and 5:00 P.M. for which they intended to charge 50¢ admission. Later in the evening the Council informed the Clerk to advise them that it would be satisfactory, since the performance was a benefit to raise money for the Soldiers' Athletic Fund and to provide amusement for them and to assist in maintaining morale.

Minutes of the Mayor and Council

Page #2

September 14, 1942

5. The City Engineer presented a letter from Margaret E. Matthews, Area Supervisor of Nursery Schools, thanking the Council for their part in establishing the nursery school.
6. The City Engineer presented a letter addressed to Federal Works Agency, Washington, D. C., Attention of Mr. C. E. Swain, relative to the purchase of asphalt. The letter was read to the Council and Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed approving it and ordering it attached to the minutes.
7. The City Engineer reported Franklin Parsons and Wilbur Payne of the Garbage Department had resigned.

The motion was offered by Councilman Russell, seconded by Councilman Howie and duly passed to place Henry Davis in charge of Franklin Parsons' truck at the rate of \$24.00 per week; to fix the rate of Arthur Dykes' pay at \$21.00; John Lynch's at \$20.00. The Council instructed the Clerk to so notify the Civil Service Commission.

8. Purchase Orders No. L-49 and L-50 were presented by the City Engineer, were approved and the Mayor was authorized to sign the priority statements thereon upon motion made by Councilman Howie, seconded by Councilman Russell and duly passed.
9. The City Engineer presented a request in behalf of Citizens Gas Company for permission to place a 2-inch gas main down the south side of East Main Street from PRR tracks to the Snow Hill Road in accord with the plans attached. It was approved upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
10. The City Solicitor was instructed to notify Mr. Theis that his building on Calloway Street should be moved back to the building line.
11. The City Solicitor reported Mr. Jenkins' building on Wood Street had been moved as requested.
12. The minutes of the meeting of September 7 were read, approved and passed upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.
13. Vouchers No. 18,482 to 18,519 inclusive with the exception of Voucher No. 18,488 which was disapproved were read and ordered approved.

The meeting adjourned at 10:00.

APPROVED:

DATE 9/21/42

W. J. Garry
President of Council

W. H. Dingley
Clerk

The Mayor and Council of Salisbury met in special session at the close of the regular meeting on Monday, September 14 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell with Councilman Clifford H. Duffy absent and Councilman Albin A. Hayman absent due to illness.

1. Councilman Russell representing the dog committee reported for his committee and informed the Council that Dr. Murphy asked to be relieved of all work and responsibility in connection with the dog control ordinance. The committee recommended that the truck be moved to the Mill Street storage yard until further needed. The Clerk was instructed to no notify Mr. Oscar Grier in order that he could move the truck.
2. The City Engineer presented a letter from Mr. Everett Williams, Attorney, representing Wm. P. Pope advising the Council that Mr. Pope would take \$600 for that strip of land along East College Avenue which was being used for street purposes or if the land used was determined to be less than 6 feet its price would be \$100 per foot.

The City Engineer and the City Solicitor were authorized to talk to Mr. Pope and Mr. Williams and purchase the land if they felt it necessary for total purchase price not in excess of \$200 for a fee simple deed.

3. Councilman Howie reported that the Calvary Baptist Church requested permission to sell a form of religious pamphlets or booklets in their church meetings in the near future.

The Council found that they would not need a permit and that it would be in order.

4. The City Treasurer presented a request in behalf of Edward S. Evans, 2001 Maryland Avenue, Baltimore, Maryland, for a price on the Dale Adkins By Pass property. The Treasurer was instructed to inform him it was for sale at \$7,000 and that the property line was seven feet from the present curb line on the By Pass.
5. The City Treasurer was instructed to advise Mr. White that the City found that they did not have the authority to grant his request for financial aid to the Boy's Band from the Water Department.
6. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing \$6,000 to be borrowed from the Farmers and Merchants Bank at 4%, on a demand note at the same time authorizing the Mayor and Treasurer to sign the said note.

The meeting adjourned at 11:30 P.M.

Minutes of the Mayor and Council
Page #2
September 14, 1942

APPROVED:

9/28/42
Date

W. B. Gorman
President of Council

W. H. Dwyer
Clerk

September 14, 1942

Federal Works Agency
Public Roads Administration
Attn: Mr. C. E. Swain
Washington, D. C.

Gentlemen:

This will acknowledge your letter of September 10 regarding our Application No. 227, dated September 1942, requesting certification of 12,000 gallons of Maryland RC-2 Asphalt for street maintenance requirements.

The original Application No. 86 requested a certification of 40,000 gallons of cut-back asphalt, of which 28,000 gallons were to be used for new construction. Your approval of the initial 12,000 gallons of asphalt was predicated upon maintenance only and the quantity of 28,000 gallons for new construction was not approved. Subsequently, the Mayor and Council of Salisbury adopted a policy to forego all new construction for the duration unless the work related to a defense highway or provided egress and ingress to roads leading to defense plants in the community.

For your information, Salisbury has approximately 40 miles, or 600,000 square yards, of asphalt surfaced streets located within the incorporated limits. In the past, the annual maintenance requirements (resurfacing and spot patching) were about 70,000 gallons. This means that an average of 12,000 gallons is needed every two months.

The initial order for 12,000 gallons was used for maintenance purposes only and, primarily, in patching shoulders on streets which were curbed and guttered during 1941. Unfortunately, Salisbury is like several other municipalities in that surfacing and patching work is never done until the street deteriorates because funds are always insufficient. We could submit one application for approximately 70,000 gallons covering annual requirements, or we could submit an application every two months for 12,000 gallons.

In view of the fact that it is becoming more difficult to procure asphalt, we have amended the application by providing an alternate for RT-9 Road Tar.

We trust this letter will furnish sufficient information to justify reconsideration of our application, which is being returned with this letter.

Sincerely yours,

Clark Gardner
City Engineer

✓ CG vg
cc: The Mayor and Council of Salisbury

September 14, 1942

C-4

GAS PERMIT NO. G-131

This is to certify that the Citizens Gas Company of Salisbury, Maryland, are permitted to construct a 2-inch gas main on the South side of East Main Street, between Snow Hill Road and the Pennsylvania Railroad tracks, for an approximate distance of 550 linear feet, in accordance with plan attached, entitled

"CITIZENS GAS COMPANY, SALISBURY, MARYLAND
PROPOSED GAS MAIN EXTENSION"
EAST MAIN STREET

September 10, 1942
Scale: As Shown"

This permit is granted insofar as the jurisdiction of The Mayor and Council of Salisbury applies.

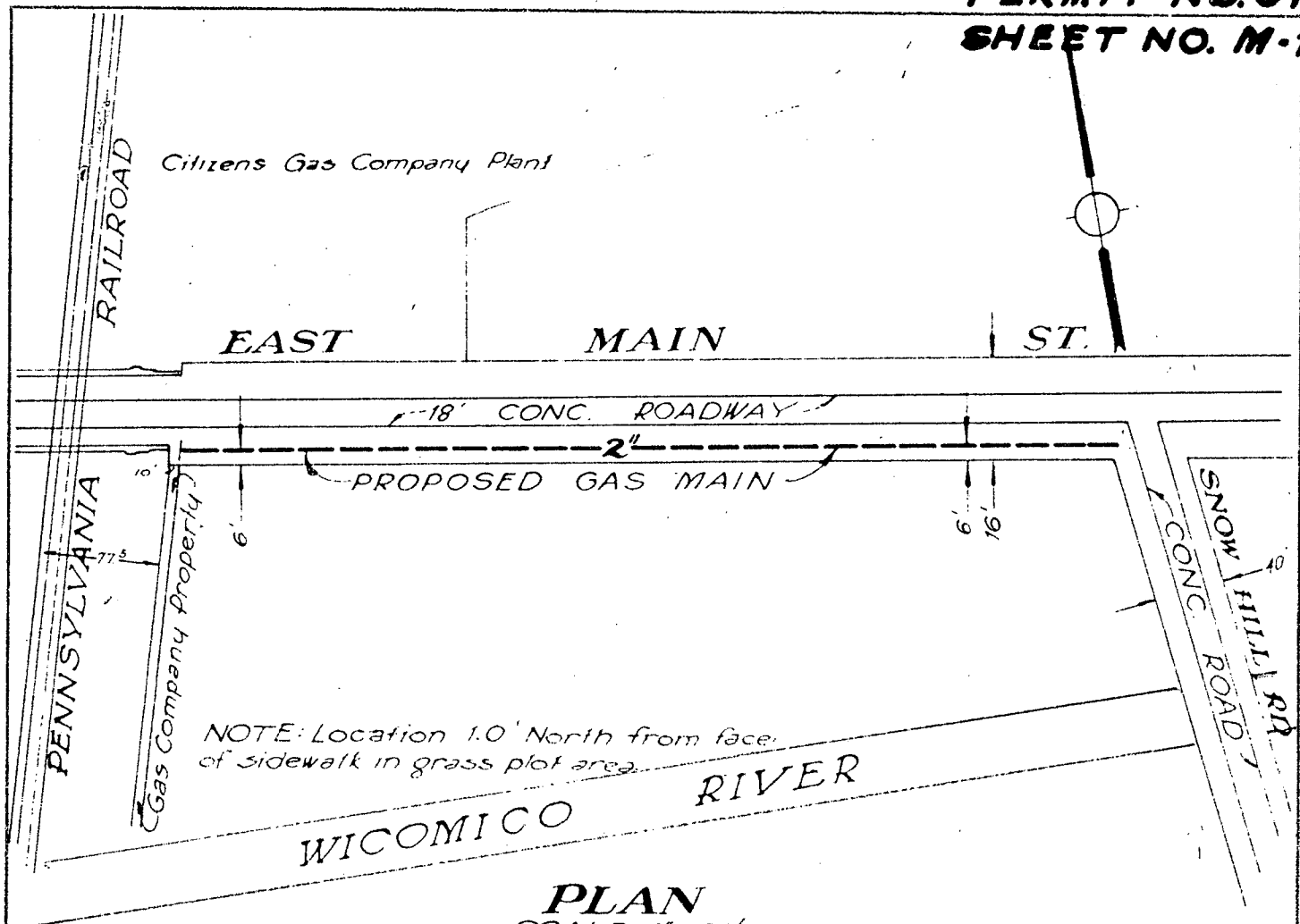
By Order of:

The Mayor and Council of Salisbury, Maryland
Salisbury, Maryland

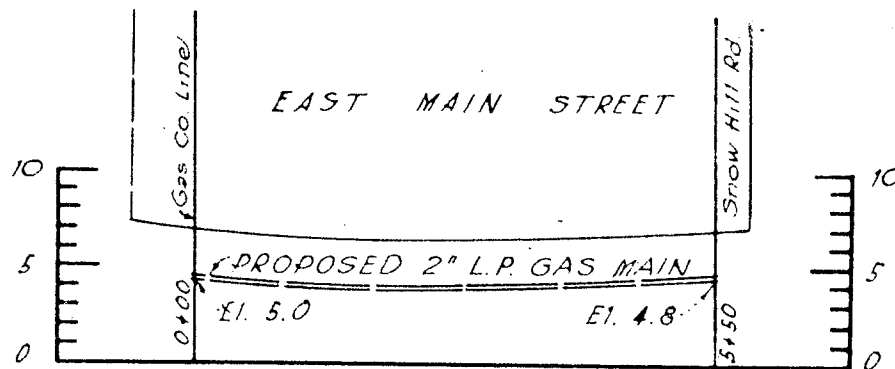
APPROVED:

City Engineer

CG vg
encl.



PLAN
SCALE: 1"=100'



PROFILE
HORZ. 1"=200'
VERT. 1"=10'

CITIZENS GAS CO.
PROPOSED GAS MAIN EXTENSION
EAST MAIN ST.
SALISBURY, MD.
SEPT. 10, 1942



Scale as Shown

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 21, 1942

The Mayor and Council met in regular session at the City Hall Monday evening, September 21, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell and Clifford H. Duffy.

1. The minutes of September 14 were read, amended and approved.
2. The Harbor Master reported John Testa was ready to repair his wharf as soon as the pile driver could be obtained.
3. Mr. Hastings asked the Council if they desired him to request Mr. John Morris to inspect their oil furnace and prepare the oil furnace for starting. The Council approved.
4. The Building Inspector, Mr. Hastings, presented the following three bids on furnishing labor and materials except re-enforcing to build a tool shed in the City Park as per plans and specifications with the exception of excavating and back filling.

William P. Brown	\$1,239.79
James Brown	1,410.00
F.A. & H.L. Disharoon	1,632.00 with an alternate bid of \$178.00 additional if he was expected to do the excavating and refilling.

5. A delegation consisting of Mrs. William Windsor, Mrs. Hearne and Mr. W. C. Smith came before the Mayor and Council and asked what could be done toward stopping the dog nuisances which they were having to endure in their vicinity. They explained the dog owned by Mrs. Neal on Gay Street and Mrs. Englar of Parsons Street was creating such a disturbance that it was impossible to sleep at night. It was further explained that Mrs. Englar's dog was vicious and would bite anyone that came near it.

The Council informed them that the proper procedure was to take the matter before Judge Jones who had authority to handle it for them.

6. Chief Chatham presented his weekly police log together with his consolidated monthly report which were both ordered accepted and filed.
7. The Chief presented a letter from the Motorola Radio Company which was accepted and held to be reviewed at a later time during the evening.

The Chief reported he was still unable to find the owner of the large size tire they were holding and the Council instructed him to ask the local rationing board for instructions in disposing of the tire.

8. The City Solicitor informed the Council that the State's Attorney had concurred in approving of the Sunday performance ^{at} the Arcade ^{for} of Camp Somerset.

September 21, 1942

9. The City Engineer presented an application for water service in the name of Mrs. W. J. Ennis, south side of Druid Hill Avenue. He explained that it was customary to accept at the same time applications for sewer connections but since there was no sewer available and since they all had a septic tank installed and in use, sanitary facilities were available. The Council upon a motion duly made and seconded and passed authorized the granting of the water service.
10. Mr. Lee Hayman presented a request through the City Engineer, for a credit on his water bill. He explained that he had requested his water service be cut off for the summer since he always closed his house and went south in the spring.

Because Mr. Hayman claimed he had asked that the service be cut off for the summer and since there was no evidence to the contrary, the Council upon motion offered by Councilman Russell seconded by Councilman Hayman and duly passed granted the request but agreed that in the future all such notices requesting a cut-off should be given in writing.
11. The City Engineer read the Council a letter from the Maryland Council of Defense which informed the City Engineer that the Defense Council would soon be able to provide the local defense council with some equipment.
12. The City Engineer read a letter from J. R. Weeks, Meteorologist, Sector-Director, U. S. Department of Commerce, Weather Bureau, Baltimore, Maryland, in which he informed the City Engineer that it would be possible to establish a weather station in Salisbury but that they were unable to pay an attendant.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed which authorized the City Engineer to ask that a weather station be established in the City of Salisbury preferably at the City Hall with the direct instructions that the City or any employee could not be permitted to receive any pay either now or in the future.
13. The City Engineer presented a copy of a proposed agreement between the Mayor and Council and the School Board of Wicomico County covering the conditions for the extension of the Church Street sewer and water mains to the new school site right of way, sewer tapping charges, etc. The entire agreement was read before the Council and was read to the City Engineer for presentation to the School Board. The Council found that if the agreement were agreeable to the Board they would later sign it.
14. The City Engineer presented Purchase Order L-51 for a DSC main core shaft which was approved for purchase and authorized signed by the Mayor for priority upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

September 21, 1942

15. The City Engineer presented receipts for 14,110 lbs of scrap recently collected by the City trucks. The scrap was sold to the Salisbury Iron & Steel Scrap Company for the sum of \$70.55 for which the City Engineer advised the Council a check would shortly be issued.
16. The City Engineer presented a letter from the Red Star Motor Coaches, Inc. in which they acknowledged the receipt of a letter from the City Engineer in September regarding the construction of a storm water drain at their property on Main Street. This letter informed the Council that they accepted the suggestions offered them and also advised the Council that their company agrees to furnish all terra cotta pipe, catch basin frame and covers, brick, etc. together with the understanding that all other material furnished should become the sole property of the City of Salisbury.

The Council accepted the letter and ordered it to become a part of the minutes.

17. The City Engineer read a letter from J. W. Downing which asked the City to relocate the sidewalk leading from the pavement to his property to a new level to conform with the new sidewalk recently laid. The above mentioned property is at 2004 North Division Street. The Council took the matter under advisement.
18. The City Engineer presented a written request from Lillian, Herman, and Ida Phillips for credit on the water account due to a vacancy in part of the property from May 1, 1942. The property is located at 1514 North Division Street and part of the house can not be cut off because it is served by a single connection. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing a credit for this water only for that part of the property which was not used. It was understood that there would be no further credit unless the property was still vacant and unless the Water Department was so notified.
19. The City Engineer presented a bill from Mrs. Russell Baysinger in the amount of \$29.86 for cleaning a stopped sewer at one of the houses of the Davis Estate since, as she explained, the stoppage was partly in the street. The Council was informed that the sewer was stopped by roots which grew from the private property down into and through the sewer which caused the stoppage. The Council thereupon decided that it was not their responsibility and instructed the Clerk to return the bill to Mrs. Baysinger and so notify her. *upon the advice of the Plumbing Inspector*
20. The Superintendent of the Water Department presented his department's financial report for the month of August 1942 which was ordered accepted and filed.

September 21, 1942

21. Due to recent bond purchases from the Reserve Account the Council upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed authorized the transfer of \$3,000 from Water Department operating account to Water Department Depreciation Reserve Account.
22. Because of confusion caused by the siren's in the East Salisbury Fire House with the Civilian Defense sirens the Council agreed to consider a possible change from a siren to a bell for a temporary period and authorized the City Engineer to see if the change could be affected without too much trouble and expense.
23. The Mayor presented a request from the Service Center for the use of the City's trucks in unloading a recently purchased carload of coal or give them sufficient money for paying the unloading of coal. The Council further found that their trucks were in constant use and did not have sufficient time to undertake this work. They also found the present budget did not permit them contributing toward it.
24. After a thorough discussion of the present dog ordinance and its present operation and result, Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to repeal the present ordinance and refund all people who had procured a new license their license fee.
25. The Mayor presented a request in behalf of Preston Trucking Company for a street light on Wilson Street. Since this request served only the trucking company's private property the Council found that it would not be able to approve the request.
26. Vouchers No. 18,521 to 18,571 inclusive were read, approved, and authorized signed upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
27. The City Treasurer presented Purchase Order No. A-584 for 4,500 tax receipts. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the order and authorizing it issued to Eugene M. Messick.

The City Treasurer presented checks in the amount of \$708.28 from the fire companies involved in the loss for Fire House No. 2. Checks were authorized accepted and deposited in the General Fund.
28. The City Treasurer was authorized to notify Mr. Ernest Wheatley that the Council would no longer be using the sewing room which they had occupied in his building on Barclay Street.

The meeting adjourned at 10:30.

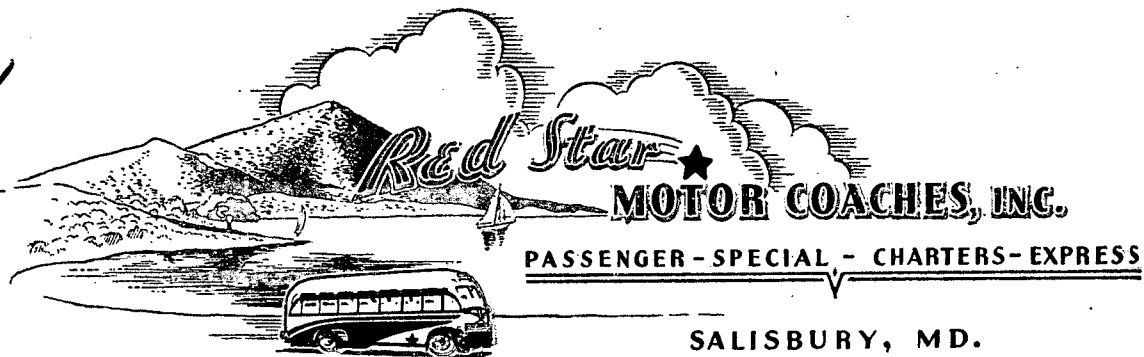
Minutes of the Mayor and Council
Page #5
September 21, 1942

APPROVED:

10/28/42
Date

W. J. Gorman
President of Council

Walter H. Dinsley
Clerk



September 20, 1942

Mayor of the City Council
City of Salisbury
Salisbury, Maryland

Attention: Mr. Clarke Gardener, City Engineer

Dear Mr. Gardener:

This will acknowledge receipt of your letter of September regarding the construction of a storm water drain at our location on East Main Street. This letter is directed to you to advise you that we desire to accept the suggestions offered for our consideration in this letter. Also, to advise you that our Company agrees to furnish all terra cotta, pipe, catch basin frames and covers, bricks, mortar, and the City of Salisbury agrees to make the installation of same without any expense to Red Star Motor Coaches, Inc., with the understanding that all the materials furnished our Company is to become the sole property of the City of Salisbury.

We would very much appreciate your starting this project as soon as possible .

Very truly yours,

RED STAR MOTOR COACHES, INC.

Edgar T. Bennett
Edgar T. Bennett,
Vice President & General Manager

ETB:IO

MEMBER OF

NATIONAL
TRAILWAYS
BUS SYSTEM

R/wat

blind copy for --

✓ The Mayor & Council of Salisbury

September 15, 1942

S-11,6

Mr. James M. Bennett
County Superintendent
Board of Education
Salisbury, Maryland

Dear Mr. Bennett:

This will acknowledge your letter of September 2 offering to give the City a portion of the North end of the North Salisbury School property for street purposes. This matter was placed before the Mayor and Council at their meeting held on September 7, and the following conclusions were reached:

1. That the City would be interested in your proposition provided equitable agreements could be obtained from other abutting property owners.
2. That the City would not be required to develop the street for the duration of the war, due to difficulties which would be encountered in obtaining street surfacing materials.
3. That the limitation of January 1, 1943, as stipulated in your letter, be eliminated for reasons outlined above.

If the Board of Education will accept these conditions, we will attempt to secure other necessary agreements.

Sincerely yours,

CG vg

City Engineer

The Mayor and Council of Salisbury met in executive session at the City Hall Monday night, September 21 at the close of the regular meeting with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. The City Engineer reported that Kenneth Leaper had been employed for use in the Garbage Department in order to maintain garbage collection. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Engineer in collaboration with the Mayor to employ such temporary help when the occasion arose which was subject to confirmation at the next meeting.
2. The Mayor and Council upon motion offered by Councilman Russell seconded by Councilman Duffy and duly passed authorized the employment of Kenneth Leaper to fill Mac Smith's place until Mr. Smith was able to return and to fix the salary at Mac Smith's rate and to employ Raymond Davis to replace Wilbur Payne at the rate of \$20.00.
3. The Mayor and Council upon motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed approved employment of Arthur Synder for a temporary period at the rate of 40¢ per hour.
4. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed approving the issuing and signing of an additional voucher to cover the time of two additional men employed for the past week.
5. The proposals presented for the construction of a tool house in the Park as discussed in Resolution 4 of the minutes of Mayor and Council dated September 21 were again read and discussed and Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the acceptance of the lowest bid from Mr. Wm. P. Brown in the amount of \$1,239.79.

The excavating and refilling was to be worked out between the City Engineer and the builder and the building was to be done under the supervision of the Building Inspector.

The meeting adjourned at 12:15.

APPROVED:

10/7/42
Date

W. T. Gardner
President of Council

Clifford H. Duffy
Clerk

City Hall - Salisbury, Maryland - September 28, 1942

The Mayor and Council met in regular session at the City Hall, Monday night, September 28 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell and Clifford H. Duffy.

1. The minutes of the meeting of September 21 were read, amended and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
2. The Harbor Master had nothing to report but was advised to contact Gunby Company relative to the condition of their wharf property in the rear of the building formerly occupies by Mr. Powell.
3. Mr. Lex Grier, Chairman of the Navy Day committee, came before the Mayor and Council and advised them that October 27, 1942 had been set aside as a day for Navy celebrations and requested that the City proclaim it a holiday and appoint a representative to serve on the committee.
4. Chief Chatham presented his weekly log which was ordered accepted and filed.

He further presented a list of the residents which he had called on and advised that they should immediately procure a City license. Councilman Hayman offered a motion which was seconded by Councilman Howie instructing the City Clerk to send written notices of expiration on all restaurant licenses at the end of the current year.

The Chief also presented a letter from Associated Transports Inc. asking if there were any regulations on the transportation of explosives and asking for an early reply. Council Hayman offered a motion which was seconded by Councilman Russell to refer the matter to the Traffic Commission for their consideration.

Chief Chatham recommended that the County be consulted on the matter of radio receivers for the sherriff's automobiles in order that that the new set now contemplated being set up by the City could have county-wide coverage and serve the county as well as the city for which it was intended.

Chief Chatham was authorized to order the new F.M. radio set from the Galvin Manufacturing Company of 4545 Augustus Blvd. Chicago, Illinois, in accord with their recent quotation which he has on file and to have the City Solicitor advise him in the proper manner to file the order.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the City Solicitor to draw an ordinance to prohibit dancing in public places within the City limits without first having secured licenses for same.

September 28, 1942

5. Mr. Robert Dallas, Attorney for the Salisbury Transit Company, Inc., came before the Mayor and Council and asked the City to repaint the present bus stops in the downtown section.

At a later time during the evening, the Council agreed to the request.

6. The City Engineer reported that the account of Mrs. Dorothy M. Taylor showed a balance of \$11.75 due beginning April 1, 1942. He reported that she claimed she did not owe this amount; that she had paid part of it in cash and had lost her receipt. The records of the Water Department show no payment was made on this account. The Council instructed the Superintendent to advise her that unless she could produce a receipt for the payment they had no alternative but to collect it in the same manner as other bills were collected.
7. The City Engineer read a letter from the Standard Oil Company in which they asked for an agreement on their building now situated at the corner of the By Pass and Old Water Street different from the one recently submitted to them by the City Solicitor. They informed the City Engineer that they would not agree to signing such an agreement if and when the building was moved.

The City Engineer was authorized to inform the company that the City found they would have to stand on their original agreement and asked that it be signed as it was prepared. The above motion was introduced by Councilman Russell, seconded by Councilman Hayman and duly passed.

8. The City Engineer presented a letter from Richard W. Cooper who offered his resignation as a member of the Engineering Division effective Saturday, October 3, 1942. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed accepting the resignation.
9. The City Engineer presented a list of repair parts needed for the motor grader which amounted to approximately \$135.12.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Engineer to request a priority and to purchase the material if it were available.
10. The City Engineer reported receipt of a call from Mr. John W. Downing requesting a coping wall be placed between his property and the sidewalk at 2004 North Division Street. No definite decision was arrived at.
11. The City Engineer presented an agreement between the Mayor and Council of Salisbury and Nathaniel R. Wooten and R. Furman Richardson which is as follows:

TO THE CITY OF SALISBURY, SALISBURY, MARYLAND

This will be your authority to construct, operate, and maintain a sewer drain on our property located next to the Red Star Motor Coaches', Incorporated property, and we understand that the center line of the drain is to be located approximately four feet (4') north of the back of the sidewalk abutting our property.

WITNESSED:

SIGNED:

Edgar T. Bennett

N. R. Wootten

R. Furman Richardson

Since the above agreement does not fully cover the contemplated work, Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed instructing the City Solicitor to draw a new agreement to more fully cover the work.

12. The City Engineer presented a letter to the Council relative to some of the new traffic controls ordered some time ago. The letter informed the writer that their company had been unable to make shipments up to the present time but hoped they might be made within the next three or four weeks.
13. The City Engineer reported that he had been informed that a weather station could be established and that he now recommended that it be placed in the City Park near the water plant. The Council found the arrangements would be satisfactory.
14. The City Engineer reported that Mr. Henry Roberts and his associates were now widening Wicomico Street and had requested the City to have the C & P Telephone Company remove their poles to the new property lines. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed directing the City Engineer to so notify the telephone company.
15. The City Engineer presented a letter he had written to Hon. David J. Ward, Congressman for the First Congressional District of Maryland, relative to presenting certain salient facts to Mr. J. T. Starr, Associate Engineer of the U. S. Engineer's Office, relative to the Salisbury Airport. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the letter to be attached to the minutes.
16. The City Engineer advised the Council that the Water Department needed 25 valve boxes and 100 curb stops and requested authority to purchase them wherever they could be found. Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed approving the purchase.

17. The City Engineer informed the Council that the Water Department had several meter accounts on the River Road which were usually read monthly and asked if they could be read quarterly for the duration of the war.

The Mayor and Council found that it would be satisfactory to read these accounts quarterly except for the sanitarium account which should be read monthly.

18. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed to amend a recent resolution No. 10 of the minutes of September 21 to affect an amendment to read that in order to have the water turned on at a property the owner must notify the Water Department in writing.
19. Councilman Duffy offered a motion which was seconded by Councilman Hayman and duly passed that it be a policy of the Water Department that all owners be billed for their apartments whether vacant or occupied but that all owners of an apartment who might have a vacancy have the permission to request a reduction from the Mayor and Council for an even period of no less than one month. The request should be presented in writing addressed to the Mayor and Council of Salisbury.
20. The City Solicitor presented Ordinance No. 488, an Ordinance repealing Ordinance No. 485 entitled "An Ordinance regulating and licensing dogs within the corporate limits of Salisbury, etc."
21. The City Solicitor reported that Mr. Smith of Cambridge, Maryland, owner of a lot on Washington Street had refused to sign the deed to provide for the opening and widening of Washington Street. He further informed the Council that another resident of the Street advised him that if the City would write a letter to each of the property owners advising them that they would place the curb and gutter at their own expense if the property owner gave the necessary land, she felt she could secure the necessary amount of land from each property owner. The Mayor and Council authorized the City Solicitor to write such a letter stating that the placing of curb is contingent upon all property owners signing.
22. The City Solicitor reported on the letter from Elmer C. Williams. The Council unanimously authorized the City Solicitor to reply to the letter.
23. Purchase Order No. 627 to E. S. Adkins' Company was approved upon motion by Councilman Howie, seconded by Councilman Hayman and duly passed.
24. Parking Ticket No. 12863 issued to R. Herman Hodgson was presented and ordered excused.
25. The City Treasurer presented a check in the amount of \$70.55 from Salisbury Iron and Steel Scrap Company for the sale of the recently collected scrap. The Council authorized the check be deposited in the General Fund.

Minutes of the Mayor and Council

Page #5

September 28, 1942

26. Vouchers No. 18572 to 18634 inclusive were read and were approved except Voucher No. 18,580 which was ordered held to be checked. Councilman Hayman the motion which was seconded by Councilman Russell approving the vouchers.
27. The Mayor and Council considered the request of Mr. Lex Grier as written in Resolution No. 3 and Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the Mayor to issue a proclamation relative to Navy Day October 27, 1942 and authorized the Mayor to serve on the respective committee in behalf of the City.

The meeting adjourned at 12:20.

APPROVED:

W.S. Gorman
Date

President of Council

Clerk

Min

September 28, 1942

A-6,1

The Honorable David J. Ward
Congressman
First Congressional District
Washington, D. C.

Dear Congressman Ward:

On June 30, 1942, a special meeting, composed of representatives from various industrial, business and utility operations, was called by the City Engineer for the purpose of presenting certain salient facts to Mr. J. T. Starr, Associate Engineer of the United States Engineer Office, relative to the Salisbury Airport. The following persons were present at this meeting:

Mr. William F. Messick, President, County Commissioners
Mr. W. Lee Allen, Member, County Commissioners
Mr. Henry S. Todd, Member, County Commissioners
Mr. W. T. Gardner, President, City Council
Mr. Percy G. Sterling, Designing Engineer, City
Dr. Seth H. Hurdle, Medical Officer
Mr. George H. Nelson, Operations Chief, E.S.P.S. CO.
Mr. H. T. Witmyer, Manager, C & P Telephone Company
Mr. Ray Broughton, Manager, Citizens Gas Company
Mr. Edgar T. Bennett, Manager, Red Star Lines
Mr. W. T. Gardner, Transportation Manager, Victor Lynn Lines
Dr. Hamilton P. Fox, Ministerial Association
Mr. George P. Chandler, Real Estate Broker
Mr. S. Denmead Koib, Real Estate Broker
Mr. James M. Bennett, Superintendent, Schools
Mr. S. Norman Holland, Fuel & Coal
Mr. Charles J. Potts, City Solicitor
Mr. Clarke Gardner, City Engineer

After a lengthy discussion, specific information was given to Mr. Starr under subtitles enumerated below:

1. General Location--Population of surrounding towns and counties; housing facilities; schools; recreational facilities; commercial and industrial service facilities; labor supply; health conditions; transportation facilities; traffic congestion; hospital facilities; telephone facilities; and churches.

The Honorable David J. Ward

Page 2

September 28, 1942

2. Land Acquisition--Expansion of airport facilities to include additional land, with a statement showing type and use of land, type of crops, average tax per acre, cost of clearing per acre, average annual rental per acre; estimated cost of additional site and improvements; name and address of owners and description of tracts.

3. Water Supply--Description of source including method of treatment and storage works; size of pipe at Mount Herman Road and Main Street with residual pressure and flow capacity; elevation at connection with existing system; amount of water available, and extent of cooperation by local authorities.

4. Sewerage and Waste Disposal--Location of body of water which will receive sewerage; degree of treatment necessary; possibility of connection of city-owned system; cost estimates of sewage treatment plant and disposal site for garbage.

5. Highways--Brief description of roads system in general area and immediate vicinity; width; type of surface, condition and length of roads from site to Salisbury; possible improvements and extensions to roads to site, including estimate of cost.

6. Transportation Facilities--Names of railroads, truck lines, and public bus systems; together with names of local officials; estimated cost of extending railroad spur line from Walston Switch to airport site; and facilities of existing railroads and transportation companies.

7. Electrical Power--Name of Power Company and local official; maps showing existing transmission lines and substations; capacity of lines and characteristics pertaining to voltage, phase and cycle; surplus power capacity available; cost per Kilowatt Hour and possibility of extension of lines together with cost estimates.

8. Fuel--Estimated cost per Short Ton delivered to site, together with Btu value; location of nearest gas supply with such characteristics as pressure, quantity available, Btu value and possible extension of lines including cost estimates; name and address of company; cost per gallon of fuel oil with Btu value; and names and addresses of all companies.

9. Maps--Maps furnished showing topography, additional parcels of land which may be acquired; county highway map; and City of Salisbury map.

10. Letters--Written by The Mayor and Council of Salisbury and the County Commissioners of Wicomico County under date of July 1, 1942, were forwarded to The District Engineer, United States Engineer Office, Baltimore, Maryland, in which the City and County Authorities agreed to lease their interest in the property at a very nominal figure; memorandum dated June 28, 1942, from the United States

The Honorable David J. Ward
Page 3
September 28, 1942

Engineer Office, War Department, in which we were advised that a report as to the possibility of developing a military airport on the present site would be prepared.

The information noted herein is pursuant to a request made by you at a meeting held on September 24, 1942, and attended by Commissioners Ralph O. Dulany, W. Lee Allen, W. F. Messick, and City Engineer Clarke Gardner.

We will appreciate your taking this matter up with the proper authorities in order to ascertain the possibility of developing a military airport at the present site.

Sincerely yours,

CG vg

City Engineer

cc: County Commissioners of Wicomico County

✓ The Mayor and Council of Salisbury

September 28, 1942

A-6

The Honorable David J. Ward
Congressman
First Congressional District
Washington, D. C.

Dear Congressman Ward:

I understand that the C.A.A. has made an allocation amounting to approximately \$400,000 to cover the construction of a third runway for the Salisbury Airport. Will you kindly advise if this information is official or merely a rumor.

Sincerely yours,

CG vg

City Engineer

cc: County Commissioners of Wicomico County

✓ The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - OCTOBER 2, 1942

The Mayor and Council met in Special Session at the City Hall, Salisbury, Maryland, on Friday, October 2, 1942, at 8:00 P.M. with the following present: Mayor I. Virgil Hitchens, President of Council W.L.T. Gardner, and Claude E. Russell, John G. Howie and Albin A. Hayman, Councilmen. Councilman Clifford Duffy was absent.

1. The purpose of this meeting was to authorize the execution of certain C.D. Forms; appoint a Property Officer; and select a warehouse for the storage of miscellaneous equipment to be loaned by the Federal Government to the City of Salisbury for use by Civilian Defense Protective Services.
2. Mayor I. Virgil Hitchens submitted the name of Richard Davis Mumford as Property Officer; and stated that it was satisfactory to use the warehouse of the Marvadel Ice Cream Company for the storage of this equipment.

Upon motion by John G. Howie, seconded by Claude E. Russell, the Mayor's appointment of Richard Davis Mumford as Property Officer was unanimously confirmed.

3. Upon motion introduced by Albin A. Hayman, seconded by John G. Howie, and unanimously passed, Mayor I. Virgil Hitchens was authorized to execute O.C.D. Form Nos. 501 and 507, to be attested by City Clerk, Wade H. Insley, Jr., pertaining to the loan of the following equipment:

Equipment--Medical Teams, Equipment--Casualty Stations, Stretchers, Cots (folding canvas), First Aid Pouches, 1120 Arm Bands, 338 Gas Masks, 20 Gas Masks for training purposes, 66 Gas-Protective Clothing, 275 Steel Helmets, 45 Firemen's Helmets, 45 Firemen's Turn Out Coats, 45 Firemen's Pants (pairs), 4 Trailer Pumps, 4 Skid Mounted Pumps, 1 Front Mount Pump, 776 Pump Tank Extinguishers, and 45 Firemen's Boots (if available).

4. Motion introduced by John G. Howie, seconded by Claude E. Russell, and unanimously passed that a Bond for the Property Officer, in the amount of Five Thousand Dollars (\$5,000.00), be given to the firm of Wier and Kolb and said bond to be paid by the Mayor and Council.
5. Motion was introduced by John G. Howie, seconded by Claude E. Russell, and unanimously passed that the Director of Civilian Defense be authorized to transmit the necessary forms to the Third Civilian Defense Region, Baltimore, Maryland.

There being no further business, meeting adjourned at 9:30 P.M.

APPROVED:

Date: _____

President of the Council

City Clerk

cc: Mayor & Council minutes

June 16, 1943

Mr. William W. Travers
Woodcock, Webb, Bounds & Travers
West Main Street
Salisbury, Maryland

Dear Mr. Travers:

I am returning you herewith all of the papers forwarded to the Mayor and Council with your letter of August 15, 1942 in accord with your recent request.

Yours very truly,

Wade H. Insley, Jr.
Clerk of Salisbury

WHI nw

Encl.

Verbal Orders Don't Go.

INTER DEPARTMENT MEMORANDUM

DATE

TO MR.

SUBJECT
REFER TO ONE
SUBJECT ONLY

DEPT.

FILE NO.

W. J. Condit At (Washington Blvd)

1942 - 1943

Ed. Condit, W. J. Condit

Franklin W. Condit

Condit -

W. J. Condit

SIGNED

LAW OFFICES

WOODCOCK, WEBB, BOUNDS AND TRAVERS

SALISBURY BUILDING & LOAN BUILDING

SALISBURY, MARYLAND

AMOS W. W. WOODCOCK
 FREDERICK W. C. WEBB
 CARROLL E. BOUNDS
 WILLIAM W. TRAVERS
 E. DALE ADKINS, JR.

SALISBURY 74

Letter
 August 15, 1942.

Mr. Wade H. Insley, City Treasurer
 City Hall
 Salisbury, Maryland

Dear Sir:

Following is a detailed summary of the claim of Elmer C. Williams against The Mayor and Council of Salisbury, by reason of the failure of the City to fulfill its agreement with Mr. Williams to acquire and deliver to him necessary title to the land between his property and the Salisbury Boulevard from Newton Street to Maryland Avenue. The failure of the City to do so, in accordance with their undertaking, resulted in a suit by Mr. Williams against the Atlantic Refining Company in the Circuit Court for Wicomico County, and required him to make the expenditures set forth herein in order to complete his contract with the purchaser of the property:

- | | |
|---|---------------|
| 1. Expense of acquiring title to street bed of Benefit Street from heirs of Thomas Humphreys, | \$ 233.90 |
| 2. To recording deed from Mayor and Council, | 1.75 |
| 3. To recording deed from the Humphreys heirs, | 9.50 |
| 4. To 1942 taxes on property, the payment of which was made necessary by the delay in acquiring title and which should have been paid by Atlantic Refining Company, | 40.00 |
| 5. To 1941 taxes on property, the payment of which was made necessary by the delay in acquiring title and which should have been paid by Atlantic Refining Company, | 50.53 |
| 6. To Plaintiff's costs in suit in the Circuit Court for Wicomico County, Maryland, | 4.30 |
| 7. To attorneys' fees in suit in the Circuit Court for Wicomico County, Maryland, | 750.00 |
| 8. To loss of interest from delay in acquiring purchase price for property from Atlantic Refining Company, | <u>300.45</u> |

TOTAL - - - - - \$1,390.43

WHI

-2-

WWT

Will you please present this to The Mayor and Council at their next meeting.

Very truly yours,

William W. Twiss

WWT:RC

Recd of
Salisbury, Maryland

August 6, 1942.

The Mayor and Council of Salisbury
Salisbury
Maryland

To EIMER C. WILLIAMS, Dr.
Salisbury, Maryland

To interest on the sum of \$8750.00 from the 7th day of January to
the 3rd day of August, 1942, lost by reason of delay in settlement
with Atlantic Refining Company caused by The Mayor and City
Council for failure to fulfill its agreement to acquire and de-
liver property adjoining By-Pass,

\$300.45

* * * * *

THE MAYOR AND COUNCIL OF SALISBURY
SALISBURY, MARYLAND.

BUDGET FOR FISCAL YEAR
October 1, 1942 to September 30, 1943

* * * * *

SCHEDULE OF ANTICIPATED
R E V E N U E
Oct. 1, 1942 - Sept. 30, 1943

GENERAL FUND

INCOME FOR GENERAL PURPOSES

	<u>Assessment</u>	<u>Rate</u>	<u>Revenue</u>
Real Property	\$13,672,188		
Personal Property	716,059		
S. T. C. (Est.)	4,041,057		
Total	\$18,429,304	@ 65¢-C	\$119,790.48
Less 20% Reserve for loss			23,958.08
			<u>\$ 95,832.40</u>

Other Sources:

Bank Stock	4,500.00
State of Maryland (Income Tax)	5,000.00
Board of Education (Policing)	500.00
Licenses	1,000.00
Building Permits	500.00
Franchise Tax	1,300.00
Interest on Delinquent Taxes	4,000.00
Street Repairs & Assessments	100.00
Filing Fees & Elections	
Water Department Office Rent	1,200.00
Miscellaneous Income	500.00
County Commissioners - Airport	3,000.00
County Commissioners	10,000.00
	<u>\$ 31,600.00</u>

Total Income for General Purposes \$127,432.40

INCOME FOR SINKING FUND

1942 Taxes on Real & Personal Property:	
\$18,429,304 @ 35¢ per C	\$ 64,502.56
Less 20% Reserve for loss	12,900.51
	<u>\$ 51,602.05</u>
Income from By Pass Rent	948.00
Plus Sinking Fund Cash on Hand Sept. 30, 1942	7,053.17
Total Income for Sinking Fund Purposes	<u>\$ 59,603.22</u>

REQUIREMENTS FOR SINKING FUND PURPOSES

Total Bond & Coupon Redemptions	\$58,997.50
Maximum Interest Charges on By Pass	
Highway Utility Notes	\$1200.00
Less Cash on Hand Sept. 30, 1942	<u>393.10</u>
	<u>806.90</u>
	<u>\$ 58,190.60</u>
SURPLUS	\$ 1,412.62

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-43
(Allocation for General Expenses)

ACCT. NO. 1 - GENERAL GOVERNMENT:

Acct. No. 10 - Legislative Branch:

110.1	Salaries - Mayor and Council	\$ 2,100.00
110.2	Expenses - Mayor and Council	100.00
		<u>\$ 2,200.00</u>

Acct. No. 11 - Department of Finance:

111.1	Salary - Clerk-Treasurer	\$ 2,400.00
111.2	Salaries - Clerks	3,224.00
111.3	Stationery & Printing	500.00
111.4	Advertising & Printing	300.00
111.5	Bond - City Treas. Office	505.00
111.6	Telephone Clerk's Office	75.00
111.7	Auditing	500.00
111.8	Assessments	1,220.00
111.9	Compensation	25.00
		<u>\$ 8,749.00</u>

Acct. No. 12 - Legal Department:

112.1	Salary - City Solicitor	\$ 400.00
112.2	Legal Expenses	300.00
		<u>\$ 700.00</u>

Acct. No. 13 - Miscellaneous Expenses:

113.1	Interest on Temporary Loans	\$ 750.00
113.2	Membership - Chamber of Commerce	25.00
113.3	Donation - Public Libraries	160.00
113.4	Donation - Salvation Army	150.00
113.5	Donation - Boy's Band	200.00
113.6	Civil Service Commission	500.00
113.7	Miscellaneous	100.00
		<u>\$ 1,885.00</u>

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1	Custodians	\$ 6,760.00
214.2	Convention Fund	2,000.00
214.3	Accident Insurance	729.18
214.4	Fire Insurance on Building	84.10
214.5	Fuel & Coal	600.00
214.6	Cleaning Bedrooms	144.00
214.7	Fifteen Hundred Feet 2½ Hose	1,300.00
214.8	Laundry	150.00
214.9	Gas-Hot Water Heater	150.00
214.10	Oil and Gasoline Fire Trucks	500.00
214.11	Repairs to Building	150.00
214.12	Repairs to Equipment	500.00
214.13	Supplies	600.00
214.14	Telephone	175.00
214.15	Fire Prevention & School	125.00
214.16	Chief Salary	200.00
		<u>\$14,167.28</u>

Acct. No. 15 - Police Department

215.1	Salary - Chief of Police	\$ 2,340.00
215.2	Salaries - Regular Police	8,268.00
215.3	Salaries - Extra Police	10,296.00
215.4	Uniforms & Equipment	800.00
215.5	Auto & Motorcycle Exp.	1,000.00
215.6	PL & PD Ins. on Police Cars	105.50
215.7	Telephone & Telegraph Expense	75.00
215.8	Stationery & Printing, Etc.	200.00
215.9	Police Radio	1,750.00
215.10	Police School	300.00
		<u>\$25,134.50</u>
		<u>\$ 1,750.00</u>
		<u>\$ 23,384.50</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00
217.2	Office Expense	25.00
217.3	Automobile Expenses	50.00
217.4	Clerical Help	0.00
		<u>\$ 2,155.00</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTH

Acct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00
319.2	Removal of Weeds	150.00
318.3	Oiling Lakes & Ponds	0.00
		<u>\$ 450.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

Acct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00
419.2	Salaries - Engineering Pers.	1,430.00
419.3	Salary - Stenographer	0.00
419.4	Office Expenses	200.00
419.5	Automobile Expenses	200.00
419.6	Telephone & Telegraph Expense	100.00
419.7	Compensation Insurance	25.00
		<u>\$ 4,055.00</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 150.00
421.2	Miscellaneous Expenses	25.00
		<u>\$ 175.00</u>

Acct. No. 28 - Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 3,588.00
422.2	Labor - Catch Basin Maintenance	0.00
422.3	Small Tools & Supplies	150.00
422.4	Repairs to Street Cleaning Equipment	700.00
422.5	Gasoline & Oil	275.00
422.6	Liability Insurance	115.00
422.7	Compensation Insurance	75.00
		<u>\$ 4,903.00</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor	\$12,480.00
423.2	Asphalt for Maintenance	2,000.00
423.3	Stone for Maintenance	2,500.00
423.4	Gasoline, Oil & Kerosene	1,800.00
423.5	Repairs to Trucks	800.00
423.6	Repairs to Other Equipment	1,200.00
423.7	Small Tools & Supplies	200.00
423.8	Brick & Conc. Street Repairs	50.00
423.9	Compensation Insurance	275.00
423.10	Liability Insurance	130.00
		<u>\$21,435.00</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,916.00
424.2	Gasoline, Oil and Grease	800.00
424.3	Repairs to Trucks	750.00
424.4	Liability Insurance	120.00
424.5	Compensation Insurance	375.00
424.6	Telephone	45.00
		<u>\$ 9,006.00</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,000.00
425.2	Rental of Trucks	0.00
425.3	Small Tools & Supplies	200.00
425.4	Compensation Insurance	65.00
425.5	Salary - Park Police	0.00
		<u>\$ 2,265.00</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00
426.2	Compensation Insurance	20.00
		<u>\$ 1,020.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

Acct. No. 27 - City Hall Buildings:

527.1	Salary Custodians	\$ 546.00
527.2	Fuel	300.00
527.3	Supplies	200.00
527.4	Repairs to Building	300.00
527.5	Fire Insurance	20.00
527.6	Compensation Insurance	10.00
		<u>\$ 1,376.00</u>

Acct. No. 28 - City Yards - Mill & Willow Streets

528.1	Salaries to Custodians	\$ 2,028.00
528.2	Repairs to Building & Capital Improvement	500.00
528.3	Printing Inventory Forms	50.00
528.4	Compensation Insurance	73.00
		<u>\$ 2,651.00</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENT:

Acct. No. 30 - General Public Improvement

630.3	City-County Airport	\$ 6,000.00
630.4	Opening & Widening Streets	500.00
630.7	Colored Playground	500.00
		<u>\$ 7,000.00</u>

ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment

734.1	Police Car	\$ 700.00
734.2		1750.00
		<u>\$ 2250.00</u>

ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous

835.3	Contingent Fund	\$ 1,400.00
835.4	Defense	1,000.00
		<u>\$ 2,400.00</u>

TOTAL BUDGET. \$127,426.78

APPROVED:

September 28, 1942

Date

W. J. Garvey
President of Council

W. J. Doherty
Clerk

SINKING FUND REQUIREMENTS FOR YEAR
ENDING SEPTEMBER 30, 1943

Oct.1.42	Int.	\$1,035.00	Street Improvement	S. Nat'l Bank.	Issue Apr.1.31
Oct.1.42	Int.	357.50	By Pass Bonds of '37	F+M Bank.	Issue Oct.1.37
Oct.1.42	Red.	1,000.00	By Pass Bonds of '37	"	Issue Oct.1.37
Oct.1.42	Int.	382.50	Sanitary Sewer Bonds of '40	"	Issue Oct.1.40
Oct.1.42	Red.	11,000.00	Sanitary Sewer Bonds of '40	"	Issue Oct.1.40
		<u>\$3,775.00</u>			
Nov.1.42	Int.	\$ 302.50	Street & Drain Bonds of '38		Issue Nov.1.38
Nov.1.42	Red.	1,000.00	Street & Drain Bonds of '38		Issue Nov.1.38
Nov.1.42	Int.	481.25	By Pass Highway Utility '41		Issue May 1.41
		<u>\$1,783.75</u>			
Dec.1.42	Int.	\$ 157.50	Fire House Bldg. & Equip.		Issue Jun 1.29
Dec.1.42	Int.	632.50	Sewer & Drain Bonds of '37		Issue Dec.1.37
Dec.1.42	Red.	1,000.00	Sewer & Drain Bonds of '37		Issue Dec.1.37
		<u>\$1,790.00</u>			
Jan.1.43	Int.	\$ 427.50	Water & Sewer		Issue Jan.1.25
Jan.1.43	Red.	19,427.50	Water & Sewer		Issue Jan.1.25
		<u>19,427.50</u>			
Feb.1.43	Int.	\$ 460.00	Camden Sewer Acquisition		Issue Aug.1.35
Feb.1.43	Red.	1,000.00	Camden Sewer Acquisition		Issue Aug.1.35
Feb.1.43	Int.	735.00	Water Supply Imp. Sewer &		Issue Feb.1.36
Feb.1.43	Red.	1,000.00	Drain Bonds of '36		Issue Feb.1.36
Feb.1.43	Int.	540.00	By Pass Road Utility of '41		Issue Feb.1.41
Feb.1.43	Red.	1,000.00	By Pass Road Utility of '41		Issue Feb.1.41
		<u>\$4,735.00</u>			
Mar.1.43	Int.	\$6,750.00	Water & sewer		Issue Mar.1.26
Apr.1.43	Int.	\$1,035.00	Street Improvement		Issue Apr.1.31
Apr.1.43	Red.	5,000.00	Street Improvement		Issue Apr.1.31
Apr.1.43	Int.	343.75	By Pass Bond of '37		Issue Oct.1.37
Apr.1.43	Int.	371.25	Sanitary Sewers		Issue Oct.1.40
		<u>\$6,750.00</u>			
May 1.43	Int.	\$ 288.75	Street & Drain of '38		Issue Nov.1.38
May 1.43	Int.	481.25	By Pass Highway Utility '41		Issue May 1.41
		<u>\$ 770.00</u>			
Junel.43	Int.	\$ 157.50	Fire House Bldg. & Equip.		Issue Jun 1.29
Jun 1.43	Red.	4,000.00	Fire House Bldg. & Equip.		Issue Jun 1.29
Junel.43	Int.	618.75	Sewer & Drain of '37		Issue Dec.1.37
		<u>\$4,776.25</u>			
Aug.1.43	Int.	\$ 440.00	Camden Sewer Acq.		Issue Aug.1.35
Aug.1.43	Int.	720.00	Water & Supply Imp. Sewer &		Issue Feb.1.36
			Drain Bond '36		
Aug.1.43	Int.	530.00	By Pass Road Utility of '41		Issue Feb.1.41
		<u>\$1,690.00</u>			
Sept.1.43	Int.	\$6,750.00	Water & Sewer		Issue Mar.1.26

Total			\$58,997.50
Interest on bonds		\$23,997.50	
Redemption of bonds		<u>35,000.00</u>	\$58,997.50
Street Improvement	Interest	\$ 2,070.00	\$ 7,070.00
	Redemption	<u>5,000.00</u>	
By Pass of 1937	Interest	\$ 701.25	
	Redemption	<u>1,000.00</u>	\$ 1,701.25
Sanitary Sewers of 1940	Interest		
	Redemption	\$ 753.75	
		<u>1,000.00</u>	\$ 1,753.75
Street & Drain of 1938	Interest	\$ 591.25	
	Redemption	<u>1,000.00</u>	\$ 1,591.25
By Pass Highway Utility of '41	Interest	\$ 962.50	\$ 962.50
Fire House Bldg. & Equip.	Interest	\$ 315.00	
	Redemption	<u>4,000.00</u>	\$ 4,315.00
Sewer & Drain of 1937	Interest	\$ 1,251.25	
	Redemption	<u>1,000.00</u>	\$ 2,251.25
Water & Sewer	Interest	\$13,927.50	
	Redemption	<u>19,000.00</u>	\$32,927.50
Camden Sewer Acquisition	Interest	\$ 900.00	
	Redemption	<u>1,000.00</u>	\$ 1,900.00
Water Supply Imp. & Sewer & Drain of 1936	Interest	\$ 1,445.00	
	Redemption	<u>1,000.00</u>	\$ 2,445.00
By Pass Road Utility of 1941	Interest	\$ 1,070.00	
		<u>1,000.00</u>	\$ 2,070.00
			\$58,997.50

WATER DEPARTMENT REQUIREMENTS FOR SINKING FUND
for period ending 9-30-42

Nov.1.42	Int.	\$1,125.00	Water & Sewer	Issue May 1.28
Nov.1.42	Int.	1,597.50	Water & Sewer Ext. of 1931	Issue May 1.31
Nov.1.42	Int.	646.25	Water & Sewer Ext. of 1938	Issue Nov.1.38
Nov.1.42	Red.	1,000.00	Water & Sewer Ext. of 1938	Issue Nov.1.38
		<u>\$4,368.75</u>		
Dec.1.42	Int.	\$ 90.00	Water & Sewer	Issue Jun.1.30
Jan.1.43	Int.	\$ 562.50	Water & Sewer	Issue Jan.1.29
Jan.1.43	Int.	728.75	Water & Sewer	Issue Jan.1.37
Jan.1.43	Red.	2,000.00	Water & Sewer	Issue Jan.1.37
Jan.1.43	Int.	360.00	Water & Sewer	Issue Jul.1.39
		<u>\$3,651.25</u>		
Feb.1.43	Int.	\$1,530.00	Water & Sewer	Issue Aug.1.27
Feb.1.43	Int.	920.00	Water & Sewer of 1934	Issue Feb.1.34
Feb.1.43	Red.	1,000.00	Water & Sewer of 1934	Issue Feb.1.34
		<u>\$3,450.00</u>		
May 1.43	Int.	\$ 632.50	Water & Sewer of 1938	Issue Nov.1.38
May 1.43	Int.	1,597.50	Water & Sewer of 1931	Issue May 1.31
May 1.43	Red.	2,000.00	Water & Sewer of 1931	Issue May 1.31
May 1.43	Int.	1,125.00	Water & Sewer	Issue May 1.28
		<u>\$5,355.00</u>		
Jun 1.43	Int.	\$ 90.00	Water & Sewer Ext.	Issue Jun.1.30
Jun 1.43	Red.	3,000.00	Water & Sewer	Issue Jun.1.30
		<u>\$3,090.00</u>		
Jul.1.43	Int.	\$ 562.50	Water & Sewer	Issue Jan.1.29
Jul.1.43	Int.	701.25	Water & Sewer of 1937	Issue Jan.1.37
Jul.1.43	Int.	360.00	Sanitary Sewers of 1939	Issue Jul.1.39
Jul.1.43	Red.	1,000.00	Sanitary Sewers of 1939	Issue Jul.1.39
		<u>\$2,623.75</u>		
Aug.1.43	Int.	\$1,530.00	Water & Sewer	Issue Aug.1.27
Aug.1.43	Red.	3,000.00	Water & Sewer	Issue Aug.1.27
Aug.1.43	Int.	900.00	Water & Sewer	Issue Feb.1.34
		<u>\$5,430.00</u>		
TOTAL		\$28,058.75		

Water & Sewer Bonds

Interest
Redemption

\$15,058.75
13,000.00
28,058.75

APPROVED SALARY LIST
BUDGET YEAR ENDING 9-30-43

D I V I S I O N S

ACCT. NO. 1 - GENERAL GOVERNMENT:

Acct. No. 11 - Department of Finance	Salary	General	Water	P.M. & T.
111.1 Wade H. Insley, Jr.	\$200.00 Mo.	\$200.00		
111.2 Edna P. Payne	24.00 Wk.	24.00		
111.2 Harriet Nichols	20.00	20.00		
111.2 Natalie Wimbrow	18.00	18.00		

ACCT. NO. 2 - DEPARTMENT PUBLIC SAFETY

Acct. No. 14 - Fire Department

214.1 Sherman Waller	27.50 Wk.	27.50		
214.1 Charles Livingston	27.50	27.50		
214.1 Benjamin Mitchell	22.50	22.50		
214.1 Edgar Gordy	22.50	22.50		
214.1 Norman Ferdue	30.00	30.00		
214.6 Lucy Ruark	12.00 Mo.	12.00		

Acct. No. 15 - Police Department

215.1 William Chatham	45.00 Wk.	45.00		
215.2 Morris Brewington	33.00	33.00		
215.2 Talbot Larmore	33.00	33.00		
215.2 Carl Wilson	33.00	33.00		
215.2 F. C. Rau	30.00	30.00		
215.2 A. C. Hubbert	30.00	30.00		
215.3 Wesley Nottingham	26.00	26.00		
215.3 Guy Wilson	27.00	27.00		
215.3 James Benson	19.00	19.00		
215.3 Landis Dennis	30.00	30.00		
215.3 Ernest Murray	30.00	30.00		
215.3 Paul Kelly	30.00	30.00		
215.3 Wilson Taylor	27.00	27.00		
215.3 So. O. Furniss	5.00	5.00		
215.3 Elmer Lynch	4.00 day	4.00		
Carl Esham	30.00 Wk.			30.00
Leslie Johnson	30.00			30.00
Raymond Roth	30.00			30.00
Elzey Briddell	30.00			30.00
444a Dick Lynch	24.00		24.00	
444a Arthur Morris	24.00		24.00	
444a Albert Nickerson	24.00		24.00	
444a Paul Hayman	24.00		24.00	
444a Virgil D. Brown	24.00		24.00	
421c George Williams	15.00		15.00	

	Salary	General	Water	P.M.&T.
Dept. of Bldg. Insp.				
217.1 Harry Hastings	\$ 40.00			

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

Acct. No. 19 - Engineering Department

419.1 Clarke Gardner	208.33 Mo.	87.50		
431f " "			120.83	
419.2 George Purnell	55.00 Wk.	27.50		27.50
630.3 Richard Cooper	35.00	35.00		
630.3 Percy Sterling	60.00	60.00		
630.3 Filbert Hitch	30.00	30.00		
630.3 Nelson Messick	28.00	28.00		
630.3 Grover Ruark	23.00	23.00		
431d Vivian George	30.00		30.00	

Acct. No. 22 - Street Clean. & Catch Basin Maintenance

422.1 Robert Arvey	23.00 Wk.	23.00		
422.1 Benjamin Hearn	23.00	23.00		
422.1 Isaac Messick	23.00	23.00		

Acct. No. 23 - Street Maintenance

423.1 A. P. Isakson	40.00 Wk.	40.00		
423.1 Burton Gordy	29.00	29.00		
423.1 Preston Wilkinson	22.00	22.00		
423.1 Carl Wilkens	20.00	20.00		
423.1 William Shores	20.00	20.00		
423.1 Wakeman Whayland	26.00	26.00		
423.1 Olaf Dahlstrom	30.00	30.00		
423.1 Charles Davis	24.00	24.00		
423.1 Talbot Bounds	29.00	29.00		

Acct. No. 24 - Garbage Department

424.1 John Davis	25.00	25.00		
424.1 Arthur Dykes	23.00	23.00		
424.1 Henry Davis	25.00	25.00		
424.1 Mac Smith or Kenneth Leaper	20.00	20.00		
424.1 Raymond Davis	20.00	20.00		
424.1 John Lynch	20.00	20.00		

Acct. No. 25 - Municipal Park

425.1 Ira Elliott	23.00	23.00		
425.1 Ernest Mitchell	20.00	20.00		

Public Properties

Acct. No. 27 - City Hall Building

527.1 Norman Lank	21.00	10.50		
436 " "			10.50	2/2 440.

		<u>Salary</u>	<u>General</u>	<u>Water</u>	<u>P.M.&T.</u>
<u>Acct. No. 28 - City Yards - Mill & Willow Street</u>					
528.1	Samuel Broughton	22.00	Wk. 22.00		
528.1	Wood Brittingham	17.00		17.00	
<u>P. M. & T.</u>					
	Oscar Grier	32.50			32.50
	Ernest Foskey	24.50			24.50
<u>Water Department</u>					
438	James White	35.00		35.00	
431d	Rebecca Brittingham	20.00		20.00	
431d	Gladys V. Wootten	30.00		30.00	
431d	Bill Savage	25.00		25.00	
403a	James Chatham	32.50		32.50	
403a	I. J. Wootten	32.50		32.50	
403a	Mervin Ellis	32.50		32.50	
440	Carlton Wootten	38.00		38.00	
	Carl Dahlstrom	30.00		30.00	
	George Wilkinson	25.00		25.00	
	Virgil Dale	26.00		26.00	
440	E. W. Merrick	16.00		16.00	
<u>Miscellaneous</u>					
	John Purcell				
	Charles Kelly				

October 1, 1942

S-2

Standard Oil Company of New Jersey
Attn: Mr. W. H. St. Clair
St. Paul Place & Franklin Street
Baltimore, Maryland

Gentlemen:

This will acknowledge your letter of September 24 regarding deed and agreement prepared by The Mayor and Council of Salisbury covering a triangular portion of property owned by the Standard Oil Company and located at the intersection of Salisbury Boulevard and Old Water Street.

The deed and agreement are in conformity with the terms and conditions of a letter forwarded to your Mr. C. M. Crowell from Mr. L. W. Kern, Rights-of-Way Engineer of the State Roads Commission. Also, the information furnished is substantially in accordance with the fourth paragraph of your letter addressed to the City Engineer under date of June 25.

Under these circumstances, we cannot see any advantages in taking a deed if and when the brick garage is removed, which, of course, is contrary to the original agreement.

Sincerely yours,

Clark Starcher

City Engineer

CG:vg

cc: Mr. L. W. Kern, Rights-of-Way Engineer
State Roads Commission

✓ The Mayor and Council of Salisbury

October 1, 1972

A-6

The Honorable David J. Ward
Congressman
First Congressional District
Washington, D. C.

Dear Congressman Ward:

We received a telegram from your Washington Office,
which reads as follows:

"Bureau of Aeronautics has just allocated \$562,570
for construction of runways to include third runway
for Salisbury Airport."
Upon reviewing this telegram, I cannot reconcile the
allocation of \$562,570 with the prepared estimates.
Perhaps the Bureau of Aeronautics, or the War
Department, has incorporated certain improvements of
a military nature.
If possible, we would appreciate your advising us as
to the nature of the proposed improvements.

Sincerely yours,

Clark E. Gardner

City Engineer

CG 48

cc: County Commissioners of Wilcox County
The Mayor and Council of Salisbury

September 30, 1942

W-3,4

Mr. Donald H. Baysinger
East Main Street
Salisbury, Maryland

Dear Mr. Baysinger:

On February 17 we entered an order for one Model K-3 International 1-ton Chassis and Cab for the price of \$896.62, complete, delivered to our Mill Street Storage Yard.

Upon reviewing your statement dated September 5 we notice an item entitled "Title to K-3, Serial 12538", in the amount of \$25.84.

Inasmuch as we understood that your quotation of February 17 included all charges, will you kindly give us a letter clarifying the title cost.

Sincerely yours,

Clark Gardner

City Engineer

CG:vg

cc: Treasurer's Office

AGREEMENT.

To All Persons Owning Property Or Any Interest Therein On The South Side Of Washington Street Between Roger Street And The Snow Hill Road.

The Mayor and Council of Salisbury hereby covenants and agrees, in consideration of the conveyance in fee simple, free of all liens and encumbrances, of that strip or parcel of land shown as the area hatched thus //// on a plat entitled "Property To Be Acquired By Mayor & Council For Street Purposes" P-41-41, approved May 2nd., 1941, by Clarke Gardner, City Engineer, unto The Mayor and Council of Salisbury; that said The Mayor and Council of Salisbury will construct a concrete curb and gutter along that part of the frontage of the said Street and will improve said part of Washington Street without cost or expense to the property owners involved.

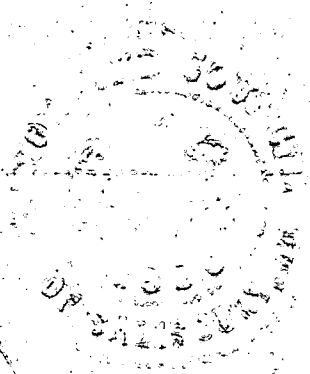
AS WITNESS the corporate seal of The Mayor and Council of Salisbury and the signature of I. Virgil Hitchens, Mayor thereof, attested by Wade H. Insley, Jr., Clerk of Salisbury, this first day of October, A. D. 1942.

THE MAYOR AND COUNCIL OF SALISBURY

By I. Virgil Hitchens
I. Virgil Hitchens. Mayor.

ATTEST:

Wade H. Insley, Jr.
Wade H. Insley, Jr.,
Clerk of Salisbury.



GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
OCTOBER 1, 1941 to AUGUST 31, 1942 INCL.

<u>INCOME</u>	Month of August	This Year	Total
Taxes			
1942	\$15,020.57	\$38,976.66	
1941	1,961.74	73,897.80	
1940	1,109.66	20,654.15	
1939	655.35	12,876.73	
1938	444.54	6,478.57	
1937	239.79	3,490.91	
1936	26.84	1,137.47	
1935	51.73	325.03	
1934 & Others	.41	51.75	
Interest	510.49	6,631.93	
Total Tax Collections	\$20,021.12	\$164,521.00	
Less Sinking Fund Portion	7,007.41	57,583.66	
Total Tax Collections for General Fund	\$13,013.71	\$106,937.34	\$106,937.34
Other Income			
Street Repair Assessments	\$	\$ 138.45	
Miscellaneous Income	54.57	4,664.33	
Licenses	20.00	1,669.51	
Building Permits	38.75	1,065.00	
Over & Short		2.07	
Franchise Tax	43.79	1,603.04	
Policing Board of Education		500.00	
Bank Stock Tax	2,070.50	4,781.53	
Income Tax		5,529.16	
Filing Fees		125.00	
Notes Payable (Banks)	5,000.00	40,741.18	
Total Other Income	\$ 7,227.61	\$ 60,815.13	\$ 60,815.13
Recovered Expenditures			
Airport Account - Co. Comm.	\$	\$ 2,352.36	
Advance to Sinking Fund		2,525.98	
Loan to Street Improv. Fund		2,500.00	
Loan To P. M. & T. Fund		1,500.00	
Loans to Capital Funds		2,867.02	
Loans to Water Dept.		151.81	
Total	\$ 0.00	\$ 11,897.17	\$11,897.17
Total Current Collections	\$20,241.32		179,649.64
1941 Advance Tax Collections held in special acct. for Oct. 1, 1942			51,869.22
Total Receipts for the period			\$231,518.86
Balance in Bank Oct. 1, 1941			76,234.50
TOTAL			\$307,753.36

DISBURSEMENTS

	Month of August	This Year	Total
Budget Expenditures			
General Government	\$ 792.44	\$ 10,874.43	
Department of Public Safety	3,156.68	47,303.89	
Department of Health	142.35	392.35	
Department of Public Works	4,460.39	45,298.47	
Public Properties	180.38	4,167.48	
Capital Improvements		600.00	
Public Improvements	735.34	27,502.79	
Misc. (Dog Catching Exp.)	37.24	1,760.90	
Total Budget Expenditures	\$9,504.82	\$137,900.31	\$137,900.31
Other Expenditures			
Water & Sewer Connections		3,198.18	
By Pass Highway Acct.	495.27	17,837.13	
Misc. Expenses & Refunds		2,772.35	
Repay Notes Payable		35,000.00	
Repay Loan from Water Dept.		4,678.97	
Total Other Expenditures	\$ 495.27	\$ 63,486.63	63,486.63
Total Current Disbursements	\$10,000.09	\$201,386.94	201,386.94
To General Fund, 1941 Tax Collections held in special Acct.		51,869.22	
To Sinking Fund, 1941 Advance Tax Collections held in special Acct.		27,929.58	
		\$ 79,798.80	79,798.80
TOTAL DISBURSEMENTS			\$281,185.74
Cash on hand, August 31, 1942			125.00
Cash in Bank, August 31, 1942 (General #1)			960.34-
Cash in Bank, August 31, 1942 (General #2)			27,402.96
			\$307,753.36

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-42
(Allocation for General Expenses)

<u>ACCT. NO. 1 - GENERAL GOVERNMENT:</u>		1941-1942 Budget	Spent August	Total To Date
<u>Acct. No. 10 - Legislative Branch:</u>				
110.1	Salaries - Mayor and Council	\$ 2,100.00	\$ 175.00	\$ 1,925.00
110.2	Expenses - Mayor and Council	300.00		53.04
110.3	Elections & Registrations	800.00		874.93
		<u>\$ 3,200.00</u>	<u>\$ 175.00</u>	<u>\$ 2,852.97</u>
<u>Acct. No. 11 - Department of Finance:</u>				
111.1	Salary - Clerk-Treasurer	\$ 2,400.00	200.00	\$ 2,200.00
111.2	Salaries - Clerks	2,300.00	256.00	2,046.66
111.3	Stationery & Printing	600.00	49.82	582.63
111.4	Advertising & Printing	500.00		387.76
111.5	Bond - City Treas. Office	812.50	10.00	505.00
111.6	Telephone Clerk's Office	75.00	5.75	68.66
111.7	Auditing	1,500.00		
111.8	Assessments	200.00		192.23
111.9	Compensation	100.00		15.89
		<u>\$ 8,487.50</u>	<u>\$ 521.57</u>	<u>\$ 5,998.83</u>
<u>Acct. No. 12 - Legal Department:</u>				
112.1	Salary - City Solicitor	\$ 400.00	\$ 33.37	\$ 366.67
112.2	Legal Expenses	1,000.00	35.00	279.60
		<u>\$ 1,400.00</u>	<u>\$ 68.37</u>	<u>\$ 646.27</u>
<u>Acct. No. 13 - Miscellaneous Expenses:</u>				
113.1	Interest on Temporary Loans	\$ 1,000.00	\$	\$ 643.90
113.2	Membership - Chamber of Commerce	25.00		35.00
113.3	Donation - Public Library	160.00		160.00
113.4	Donation - Salvation Army	150.00	12.50	137.50
113.5	Donation - Boy's Band	200.00		200.00
113.6	Civil Service Commission	300.00	15.00	199.96
		<u>\$ 1,835.00</u>	<u>\$ 27.50</u>	<u>\$ 1,376.36</u>

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

<u>Acct. No. 14 - Fire Department:</u>				
214.1	Custodian	\$ 6,370.00	\$ 612.50	\$ 6,023.89
214.2	Convention Fund	3,000.00		3,000.00
214.3	Accident Insurance	685.00		729.18
214.4	Fire Insurance on Bldg.	51.25		84.10
214.5	Fuel & Coal	700.00		634.47
214.6	Cleaning Bedrooms	100.00	12.00	132.00
214.8	Laundry	250.00	32.28	195.78
214.9	Gas-Hot Water Heater	75.00		156.83
214.10	Oil & Gasoline Fire Trucks	500.00	93.20	427.95
214.11	Repairs to Building	200.00		174.86
214.12	Repairs to Equipment	746.00	62.44	515.09
214.13	Supplies	400.00		778.46
214.14	Telephone	175.00	14.75	158.37
214.15	Fire Prevention & School	125.00		134.50
214.16	Salary - Chief	200.00	50.00	200.00
		<u>\$13,577.63</u>	<u>\$ 877.17</u>	<u>\$13,345.48</u>

	Budget	August	To Date
<u>Acct. No. 15 - Police Department:</u>			
215.1 Salary - Chief of Police	\$ 2,080.00	\$ 200.00	\$ 1,931.43
215.2 Salaries - Regular Police	8,970.00	845.00	8,152.14
215.3 Salaries - Extra Police	6,838.00	894.08	7,009.47
215.4 Uniforms & Equipment	730.00		657.27
215.5 Auto & Motorcycle Exp.	1,181.00	83.03	1,053.03 ✓
215.6 PL & PD Ins. on Police Cars	105.50		67.88
215.7 Telephone & Telegraph Exp.	75.00	6.88	56.43
215.8 Stationery & Printing Etc.	350.00	38.69	194.77
	<u>\$20,329.50</u>	<u>\$2,067.68</u>	<u>\$19,122.42</u>

<u>Acct. No. 16 - Street Lighting:</u>			
216.1 Street Lighting	\$15,000.00	\$ 00.00	\$12,490.98

<u>Acct. No. 17 - Dept. of Bldg. Insp.</u>			
217.1 Salary - Building Inspector	2,080.00	\$ 200.00	\$ 1,933.34
217.2 Office Expense	75.00	3.37	128.72
217.3 Automobile Expenses	90.00	8.46	62.87
217.4 Clerical Help	429.00		220.08
	<u>\$ 2,674.00</u>	<u>\$ 211.83</u>	<u>\$ 2,345.01</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTH

<u>Acct. No. 18 - Health Department:</u>			
318.1 Salary -	300.00	\$	\$ 250.00
318.2 Removal of Weeds	200.00	142.35	142.35
318.3 Oiling Lakes & Ponds	100.00		
	<u>\$ 600.00</u>	<u>142.35</u>	<u>\$ 392.35</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS

<u>Acct. No. 19 - Engineering Department:</u>			
419.1 Salary - City Engineer	\$ 2,100.00	\$ 175.00	\$ 1,925.00
419.2 Salaries - Engineering Pers.	3,345.16	448.42	2,431.91
419.3 Salary - Stenographer	650.00	62.50	603.69
419.4 Office Expenses	325.00	1.10	395.33
419.5 Automobile Expenses	225.00	46.36	311.06
419.6 Telephone & Telegraph Exp.	125.00	9.84	153.17
419.7 Compensation Insurance	75.00		21.57
	<u>\$ 6,845.16</u>	<u>\$ 743.22</u>	<u>\$ 5,841.73</u>

<u>Acct. No. 21 - Rivers & Harbors:</u>			
421.1 Salary - Harbor Master	\$ 300.00	\$ 12.50	\$ 250.00
421.2 Miscellaneous Expenses	75.00		.54
	<u>\$ 375.00</u>	<u>\$ 12.50</u>	<u>\$ 250.54</u>

Carried Forward

1941-1942
Budget
\$74,323.79

Special
August To Date

Acct. No. 22-Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$	\$ 285.50
422.2	Labor - Catch Basin Maint.	3,198.00	330.46	2,997.17
422.3	Small Tools & Supplies	150.00		527.92
422.4	Repairs to St. Clean. Equip.	675.00		415.91
422.5	Gasoline & Oil	275.00	16.92	87.43
422.6	Liability Insurance	112.85		45.60
422.7	Compensation Insurance	160.00		55.17
		<u>\$ 7,066.85</u>	<u>\$ 347.38</u>	<u>\$4,414.75</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor	\$12,194.00	\$ 850.60	\$9,199.45
423.2	Asphalt for Maintenance	3,000.00	796.98	5,608.53
423.3	Stone for Maintenance	3,000.00		3,810.89
423.4	Gasoline, Oil & Kerosene	1,800.00	130.75	1,777.54
423.5	Repairs to Trucks	1,000.00	3.00	885.23
423.6	Repairs to Other Equip.	1,500.00	83.82	928.27
423.7	Small Tools & Supplies	250.00		22.88
423.8	Brick & Conc. St. Repairs	200.00		129.63
423.9	Compensation Insurance	275.00		332.50
423.10	Liability Insurance	130.00		
		<u>\$23,349.40</u>	<u>\$1,865.15</u>	<u>\$22,694.97</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$ 709.00	\$6,615.39
424.2	Gasoline, Oil & Grease	600.00	83.09	732.12
424.3	Repairs to Trucks	750.00		1,403.24
424.4	Liability Insurance	118.50		61.25
424.5	Compensation Insurance	377.10		252.23
424.6	Telephone	45.00	4.95	50.10
		<u>\$ 8,866.60</u>	<u>\$ 797.04</u>	<u>\$9,114.33</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 695.10	\$2,631.14
425.2	Rental of Trucks	320.00		28.04
425.3	Small Tools & Supplies	350.00		128.91
425.4	Compensation Insurance	80.00		21.06
425.5	Salary - Park Police	500.00		
		<u>\$ 3,650.00</u>	<u>\$ 695.10</u>	<u>\$2,809.15</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$1,000.00	\$	\$ 173.00
426.2	Compensation Insurance	20.00		
		<u>\$1,020.00</u>		<u>\$ 173.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

Acct. No. 27 - City Hall Building:

527.1	Salary Custodians	\$ 468.00	\$	\$ 671.25
527.2	Fuel	300.00		340.83
527.3	Supplies	200.00		648.97
527.4	Repairs to Building	350.00	.03	346.56
527.5	Fire Insurance	18.13		78.00
527.6	Compensations Insurance	10.00		6.25
		<u>\$13,461.13</u>	<u>\$ 0.03</u>	<u>\$2,092.56</u>

Acct. No. 28 - City Yards - Mill & Willow Streets

528.1	Salaries to Custodians	\$ 1,872.00	\$ 180.00	\$ 1,745.67
528.2	Repairs to Building	500.00	.35	201.74
528.3	Printing Inventory Forms	25.00		23.10
528.4	Fire Insurance	73.00		38.40
528.5	Compensation Insurance			66.01
		<u>\$ 2,470.00</u>	<u>\$ 180.35</u>	<u>\$ 2,074.92</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:

Acct. No. 30 - General Public Improvement

630.1	Land for Colored Playground	\$ 1,430.00	\$	\$ 1,430.00
630.2	Curb & Gutter Construction	4,376.00	6.26	7,363.74
630.3	City-County Airport	2,500.00	701.58	17,801.97
630.4	Opening & Widening Streets	700.00		577.08
		<u>\$ 9,006.00</u>	<u>\$ 707.84</u>	<u>\$27,172.79</u>

Acct. No. 31 - Participation in WPA Sewing Project

631.1	Rental of Building	\$ 330.00	\$ 27.50	\$ 330.00
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ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment

734.1	Police Car	\$ 600.00		\$ 600.00
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ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous

835.1	Salary - Dog Catcher	\$ 780.00	\$ 25.00	\$ 677.50
835.2	Expenses - Dog Catcher		12.24	1,083.40
		<u>\$ 780.00</u>	<u>37.24</u>	<u>\$ 1,760.90</u>

TOTAL BUDGET ITEMS	\$132,808.77	\$9,504.82	\$137,900.31
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NON-BUDGET ITEMS

Water & Sewer Connections

By Pass Account

Misc. Expense & Refunds

TOTAL

\$	
	\$ 3,198.18
495.27	17,837.13
	2,772.35
<u>\$10,000.09</u>	<u>\$161,707.97</u>

GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
October 1, 1941 to June 30, 1942 incl.

INCOME

Taxes	Month of June	This Year	Total
1942	\$ 5,964.83	\$ 16,288.52	
1941	1,685.57	69,834.91	
1940	1,613.45	18,367.54	
1939	898.72	11,453.24	
1938	668.79	4,989.26	
1937	368.73	2,779.52	
1936	131.96	1,025.75	
1935	21.92	251.18	
1934 & others	.40	43.58	
Interest	653.22	5,423.61	
Total Tax Collections	\$12,007.59	\$130,457.11	
Less Sinking Fund portion	4,202.62	45,661.24	
Total Tax Collections for General Fund	\$ 7,804.97		\$ 84,795.87

Other Income

Street Repair Assessments	\$ 26.45	\$ 109.12	
Miscellaneous Income	252.66	4,539.27	
Licenses	5.00	1,034.51	
Building Permits	16.00	996.00	
Over & Short		- 2.07	
Franchise Tax	193.00	1,489.25	
Board of Education		500.00	
Bank Stock Tax		2,711.03	
Income Tax	5,034.79	5,529.16	
Filing Fees		125.00	
Notes Payable (Banks)	5,000.00	35,741.18	
Total Other Income	\$10,527.90		52,772.45

Recovered Expenditures

Airport Account - Co. Comm.	\$ 1,307.36	\$ 2,352.36	
Advance to Sinking Fund	2,525.98	2,525.98	
Loans to Capital Funds		2,867.02	
Loans to Water Department		151.81	
Loans to Street Improv. Fund	2,500.00	2,500.00	
Loans to P. M. & T. Fund		1,500.00	
Total Recovered Expenditures	6,333.34	\$ 11,897.17	11,897.17

Total Current Collections	\$24,666.21	\$149,465.49	\$149,465.49
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1941 Advance Tax Collections held in special account for Oct. 1, 1941			51,869.22
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Total Receipts for this Period			\$201,334.71
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Balance in Bank Oct. 1, 1942			76,234.50
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TOTAL

\$277,569.21

DISBURSEMENTS

Budget Expenditures

General Government	\$ 1,001.54	\$ 9,010.42	
Department of Public Safety	7,285.65	39,862.34	
Department of Health	25.00	225.00	
Department of Public Works	3,597.51	37,924.17	
Public Properties	385.89	3,781.16	
Public Improvements	1,033.43	26,017.89	
Capital Equipment		600.00	
Misc. (Dog Catching Exp.)	90.92	1,372.42	
Total Budget Expenditures	<u>\$13,419.94</u>		\$118,793.40

Other Expenditures

Water & Sewer Connections	\$ 131.22	\$ 3,171.36	
By Pass Highway Utilities	1,025.09	16,102.85	
Misc. Expenses & Refunds	2,016.19	2,731.64	
Repay Loan from Water Dept.		4,678.97	
Repay Notes Payable (Banks)		35,000.00	
Total Other Expenditures	<u>\$ 3,172.50</u>		61,684.82

Total Current Disbursements	\$16,592.44	\$180,478.22	180,478.22
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To General Fund, 1941 Tax Collections held in Special account.		51,869.22	
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To Sinking Fund, 1941 Advance Tax Collec- tions held in special account.		<u>27,929.58</u>	
		\$ 79,798.80	<u>79,798.80</u>

TOTAL DISBURSEMENTS	\$16,592.44	\$260,277.02	\$260,277.02
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Cash on hand			125.00
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Cash in bank, June 1, 1942 (General)			6,581.97
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Cash in Bank, June 1, 1942 (General #2)			<u>10,585.22</u>
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TOTAL			\$277,569.21
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June 10, 1942

Respectfully submitted,

Wade H. Insley, Jr.
Treasurer

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-42
(Allocation for General Expenses)

ACCT. NO. 1 - GENERAL GOVERNMENT:

Acct. No. 10 - Legislative Branch:

110.1	Salaries - Mayor and Council	\$2,100.00	\$ 175.00	\$ 1,575.00
110.2	Expenses - Mayor and Council	300.00		53.04
110.3	Elections & Registrations	800.00	1.38	874.93
		<u>\$3,200.00</u>	<u>\$ 176.38</u>	<u>\$ 2,502.97</u>

Acct. No. 11 - Department of Finance:

111.1	Salary - Clerk-Treasurer	\$2,400.00	\$ 200.00	\$ 1,800.00
111.2	Salaries - Clerks	2,300.00	200.00	1,630.66
111.3	Stationery & Printing	600.00	37.56	526.93
111.4	Advertising & Printing	500.00	26.63	380.23
111.5	Bond - City Treas. Office	812.50		45.00
111.6	Telephone Clerk's Office	75.00	6.05	57.16
111.7	Auditing	1,500.00		
111.8	Assessments	200.00	5.00	192.23
111.9	Compensation	100.00		9.56
		<u>\$8,487.50</u>	<u>\$ 475.24</u>	<u>\$ 4,641.77</u>

Acct. No. 12 - Legal Department:

112.1	Salary - City Solicitor	\$ 400.00	\$ 33.33	\$ 299.97
112.2	Legal Expenses	1,000.00	50.00	241.35
		<u>\$1,400.00</u>	<u>\$ 83.33</u>	<u>\$ 541.32</u>

Acct. No. 13 - Miscellaneous Expenses:

113.1	Interest on Temporary Loans	\$1,000.00	\$ 238.34	\$ 643.90
113.2	Membership - Chamber of Commerce	25.00		35.00
113.3	Donation - Public Library	160.00		160.00
113.4	Donation - Salvation Army	150.00	12.50	112.50
113.5	Donation - Boy's Band	200.00		200.00
113.6	Civil Service Commission	300.00	15.75	172.96
		<u>\$1,835.00</u>	<u>266.59</u>	<u>\$ 1,324.36</u>

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1	Custodian	\$ 6,370.00	\$ 612.50	\$ 4,921.39
214.2	Convention Fund	3,000.00	3,000.00	3,000.00
214.3	Accident Insurance	685.00		300.00
214.4	Fire Insurance on Bldg.	51.25		75.00
214.5	Fuel & Coal	700.00	78.67	634.47
214.6	Cleaning Bedrooms	100.00	12.00	108.00
214.8	Laundry	250.00	26.75	163.50
214.9	Gas-Hot Water Heater	75.00	17.13	139.15
214.10	Oil & Gasoline Fire Trucks	500.00	35.75	291.38
214.11	Repairs to Building	200.00	1.50	174.86
214.12	Repairs to Equipment	746.00		287.64
214.13	Supplies	400.00		668.96
214.14	Telephone	175.00	14.65	318.07
214.15	Fire Prevention & School	125.00		134.50
214.16	Salary - Chief	200.00		150.00
		<u>\$13,577.63</u>	<u>\$3,720.28</u>	<u>\$11,186.92</u>

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,080.00	\$ 200.00	\$ 1,571.42
215.2	Salaries - Regular Police	8,970.00	845.00	6,631.14
215.3	Salaries - Extra Police	6,838.00	777.50	5,469.39
215.4	Uniforms & Equipment	730.00		657.27
215.5	Auto & Motorcycle Exp.	1,181.00	191.71	880.80
215.6	PD & PL Ins. on Police Cars	105.50	66.40	67.88
215.7	Telephone & Telegraph Exp.	75.00	.95	42.99
215.8	Stationery & Printing Etc.	350.00	10.42	152.96
		<u>\$20,329.50</u>	<u>\$2,091.98</u>	<u>\$15,473.86</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00	\$1,251.83	\$11,238.23
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00	\$ 200.00	\$ 1,573.34
217.2	Office Expense	75.00	5.67	118.61
217.3	Automobile Expenses	90.00	10.89	51.30
217.4	Clerical Help	429.00	5.00	220.08
		<u>\$ 2,674.00</u>	<u>\$ 221.56</u>	<u>\$ 1,963.33</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTHAcct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00	\$ 25.00	\$ 225.00
318.2	Removal of Weeds	200.00		
318.3	Oiling Lakes & Ponds	100.00		
		<u>\$ 600.00</u>	<u>\$ 25.00</u>	<u>\$ 225.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKSAcct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00	\$ 175.00	\$ 1,575.00
419.2	Salaries - Engineering Pers.	3,345.16	213.08	1,798.82
419.3	Salary - Stenographer	650.00	62.50	491.19
419.4	Office Expenses	225.00	67.87	204.62
419.5	Automobile Expenses	125.00	20.02	123.38
419.6	Telephone & Telegraph Exp.	75.00		19.51
419.7	Compensation Insurance	325.00	1.35	390.18
		<u>\$ 6,845.16</u>	<u>\$ 539.82</u>	<u>\$ 4,602.70</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00	\$ 25.00	\$ 225.00
421.2	Miscellaneous Expenses	75.00		.54
		<u>\$ 375.00</u>	<u>\$ 25.00</u>	<u>\$ 225.54</u>

Acct. No. 22-Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$	\$ 285.20
422.2	Labor - Catch Basin Maint.	3,198.00	307.50	2,420.71
422.3	Small Tools & Supplies	150.00	.60	520.22
422.4	Repairs to St. Clean. Equip.	675.00	121.55	408.41
422.5	Gasoline & Oil	275.00	32.67	67.44
422.6	Liability Insurance	112.85		45.60
422.7	Compensation Insurance	160.00		55.17
		<u>\$ 7,066.85</u>	<u>\$ 462.32</u>	<u>\$ 3,803.05</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor	\$12,194.00	\$ 966.00	\$ 7,624.61
423.2	Asphalt for Maintenance	3,000.00		4,811.60
423.3	Stone for Maintenance	3,000.00		3,810.89
423.4	Gasoline, Oil & Kerosene	1,800.00	189.42	1,533.98
423.5	Repairs to Trucks	1,000.00	2.35	875.47
423.6	Repairs to Other Equip.	1,500.00	9.55	844.45
423.7	Small Tools & Supplies	250.00		22.88
423.8	Brick & Conc. St. Repairs	200.00	8.05	129.63
423.9	Compensation Insurance	275.00		237.74
423.10	Liability Insurance	130.00		
		<u>\$23,349.40</u>	<u>\$1,175.07</u>	<u>\$19,891.25</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 624.71	\$ 1,508.09
425.2	Rental of Trucks	320.00		28.04
425.3	Small Tools & Supplies	350.00	5.25	51.15
425.4	Compensation Insurance	80.00		21.06
425.5	Salary - Park Police	500.00		
		<u>\$ 3,650.00</u>	<u>\$ 629.96</u>	<u>\$ 1,608.34</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$ 650.00	\$ 5,386.39
424.2	Gasoline, Oil & Grease	600.00	105.99	582.48
424.3	Repairs to Trucks	750.00	4.40	1,403.24
424.4	Liability Insurance	118.50		27.10
424.5	Compensation Insurance	377.10		180.88
424.6	Telephone	45.00	4.95	40.20
		<u>\$ 8,866.60</u>	<u>\$ 765.34</u>	<u>\$ 7,620.29</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00	\$	\$ 173.00
426.2	Compensation Insurance	20.00		
		<u>\$ 1,020.00</u>	<u>\$</u>	<u>\$ 173.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

Acct. No. 27 - City Hall Building:

527.1	Salary Custodians	\$ 468.00	\$ 90.00	\$ 653.25
527.2	Fuel	300.00		339.58
527.3	Supplies	200.00	64.64	624.30
527.4	Repairs to Building	350.00	8.03	336.85
527.5	Fire Insurance	18.13		78.00
527.6	Compensation Insurance	10.00		5.26
		<u>\$ 1,346.13</u>	<u>\$ 162.67</u>	<u>\$ 2,037.24</u>

Acct. No. 28 - City Yards - Mill & Willow Streets:

528.1	Salaries to Custodians	\$ 1,872.00	\$ 180.00	\$ 1,421.37
528.2	Repairs to Building	500.00	4.82	201.59
528.3	Printing Inventory Forms	25.00		23.10
528.4	Fire Insurance	73.00	38.40	38.40
528.5	Compensation Insurance			59.36
		<u>\$ 2,470.00</u>	<u>\$ 223.22</u>	<u>\$ 1,743.92</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:

Acct. No. 30 - General Public Improvement:

630.1	Land for Colored Playground	1,430.00	\$	\$ 1,430.00
630.2	Curb & Gutter Construction	4,376.00	138.00	7,337.61
630.3	City-County Airport	2,500.00	840.43	16,398.20
630.4	Opening & Widening Streets	700.00		577.08
		<u>\$ 9,006.00</u>	<u>\$ 978.43</u>	<u>\$ 25,742.89</u>

Acct. No. 31 - Participation in WPA Sewing Project:

631.1	Rental of Building	\$ 330.00	\$ 55.00	\$ 275.00
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ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment:

734.1	Police Car	\$ 600.00		\$ 600.00
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ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous:

835.1	Salary - Dog Catcher	\$ 780.00	\$ 75.00	\$ 592.50
835.2	Expenses- Dog Catcher		15.92	779.92
		<u>\$ 780.00</u>	<u>\$ 90.92</u>	<u>\$ 1,372.42</u>

	Water & Sewer connections		\$ 131.22	\$ 3,171.36
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	By Pass Highway Utilities		\$1,025.09	\$ 16,102.85
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	Miscellaneous Expenditures & Refunds		\$2,016.19	\$ 2,731.64
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TOTALS		\$132,808.77	\$16,592.44	\$140,799.25
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GENERAL FUND
STATEMENT OF INCOME & DISBURSEMENTS
October 1, 1941 to May 31, 1942 incl.

INCOME

Taxes

	<i>May, This Month</i>	<i>To date</i>
1942	\$ 9,738.82	\$10,323.69
1941	1,653.59	68,149.34
1940	845.25	16,754.09
1939	1,612.78	10,554.52
1938	453.23	4,320.47
1937	187.61	2,410.79
1936	143.13	893.79
1935	29.71	229.26
1934		40.96
1933		1.96
1932		.26
Interest	557.09	4,770.39
Total	\$15,221.21	\$118,449.39
Less Sinking Fund portion	5,327.38	41,458.62
	\$ 9,893.83	

\$76,990.90

Other Income

Street Repair Assessments		\$ 82.67
Miscellaneous Income	\$ 152.79	4,286.61
Licenses	63.00	1,029.51
Building Permits	54.25	980.00
Over & Short		- 2.07
Franchise Tax	238.75	1,296.25
Board of Education	55.55	500.00
Bank Stock Tax		2,711.03
Income Tax		494.37
File Fees		125.00
Notes Payable	10,000.00	30,741.18
	\$10,564.34	\$42,244.55

42,244.55

Recovered Expenditures

Loans to P. M. & T. Fund	\$ 500.00	\$ 1,500.00
Loans from Capital Funds		2,867.02
Loans from Water Dept.		151.81
Airport Acct. (Co. Com.)		1,045.00
Total	\$ 500.00	\$ 5,563.83

5,563.83

Total Current Collections

\$20,958.17

\$124,799.28

1941 Advance Tax Collections held in
special account for Oct. 1, 1942

51,869.22

Total Receipts for this period

\$176,668.50

Balance in bank and on hand Oct. 1, 1942

76,234.50

\$252,903.00

DISBURSEMENTS

	This Month	To Date	Total
Budget Expenditures			
General Government	\$1,497.35	\$ 8,008.88	
Department of Public Safety	4,542.41	32,570.69	
Department of Health	25.00	200.00	
Department of Public Works	3,793.62	34,326.66	
Public Properties	285.10	3,395.27	
Public Improvements	1,534.80	24,984.46	
Capital Equipment		600.00	
Mis'c - (Dog Catching Exp.)	225.13	1,281.50	
Total	<u>\$11,903.41</u>	<u>\$105,373.46</u>	<u>\$105,373.46</u>
Other Expenditures			
Water & Sewer Connections	\$	\$ 3,040.14	\$
By Pass Highway Utility Acct.	1,001.92	15,077.76	
Misc. Expenditures & Refunds	126.65	715.45	
Loans from Water Department		4,678.97	
Notes Payable (Banks)		35,000.00	
Total	<u>\$ 1,128.57</u>	<u>\$ 58,512.32</u>	<u>\$ 58,512.32</u>
TOTAL CURRENT DISBURSEMENTS	\$13,031.98	\$163,885.78	\$163,885.78
To General Fund, 1941 Advance Tax			
Collections held in special Acct.		\$ 51,609.22	\$
To Sinking Fund, 1941 Advance Tax			
Collections held in Specila Acct.		\$ 27,929.58	\$ 79,798.80
TOTAL DISBURSEMENTS	\$13,031.98	\$	\$243,684.58
Cash on Hand		\$ 125.00	
Cash in Bank (General) May 31, 1942		2,385.35	
Cash in Bank (General #2) May 31, 1942		<u>6,708.07</u>	<u>\$ 9,218.42</u>
TOTAL			<u>\$252,903.00</u>

Respectfully submitted,

May 3, 1942

Wade H. Insley, Jr.
Treasurer

GENERAL FUND
STATEMENT OF BUDGET EXPENDITURES
OCTOBER 1, 1941 TO MAY 31, 1942

ACCT. NO. 1 - GENERAL GOVERNMENT

	1941-1942 Budget	Month of May	To Date
<u>Acct. No. 10 - Legislative Branch:</u>			
110.1 Salaries - Mayor and Council	\$ 2,100.00	\$175.00	\$1,400.00
110.2 Expenses - Mayor and Council	300.00		53.04
110.3 Elections & Registrations	800.00	661.10	873.55
	<u>\$ 3,200.00</u>	<u>\$836.10</u>	<u>\$2,326.59</u>

Acct. No. 11 - Department of Finance:

111.1 Salary - Clerk - Treasurer	\$ 2,400.00	\$200.00	\$1,600.00
111.2 Salaries - Clerks	2,300.00	160.00	1,430.66
111.3 Stationery & Printing	600.00	115.19	489.37
111.4 Advertising & Printing	500.00	23.53	353.60
111.5 Bond - City Treas. Office	812.50		45.00
111.6 Telephone Clerk's Office	75.00	6.25	51.11
111.7 Auditing	1,500.00		
111.8 Assessments	200.00	68.51	187.23
111.9 Compensation	100.00		9.56
	<u>\$ 8,487.50</u>	<u>\$573.48</u>	<u>\$4,166.53</u>

Acct. No. 12 - Legal Department

112.1 Salary - City Solicitor	\$ 400.00	\$ 33.33	\$ 266.64
112.2 Legal Expenses	1,000.00	18.55	191.35
	<u>\$ 1,400.00</u>	<u>\$ 51.88</u>	<u>\$ 457.99</u>

Acct. No. 13 - Miscellaneous Expenses

113.1 Interest on Temporary Loans	\$ 1,000.00		\$ 405.66
113.2 Membership - Chamber of Commerce	25.00		35.00
113.3 Donation - Public Library	160.00		160.00
113.4 Donation - Salvation Army	150.00	12.50	100.00
113.5 Donation - Boy's Band	200.00		200.00
113.6 Civil Service Commission	300.00	23.39	157.21
	<u>\$ 1,835.00</u>	<u>\$ 35.89</u>	<u>\$1,057.77</u>

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY

Acct. No. 14 - Fire Department:

214.1 Custodian	\$ 6,370.00	\$501.79	\$4,308.89
214.2 Convention Fund	3,000.00		
214.3 Accident Insurance	685.00		300.00
214.4 Fire Insurance on Bldg.	51.25		75.00
214.5 Fuel & Coal	700.00	78.67	634.47
214.6 Cleaning Bedrooms	100.00	12.00	96.00
214.8 Laundry	250.00	15.50	136.75
214.9 Gas-Hot Water Heater	75.00	15.94	122.02
214.10 Oil & Gasoline Fire Trucks	500.00		255.63
214.11 Repairs to Building	200.00		173.36
214.12 Repairs to Equipment	746.00	78.85	287.64
214.13 Supplies	400.00	131.33	668.96
214.14 Telephone	175.00	14.65	123.42
214.15 Fire Prevention & School	125.00		134.50
214.16 Salary - Chief	200.00		150.00
	<u>\$13,577.63</u>	<u>\$848.73</u>	<u>\$7,466.64</u>

Acct. No. 15 - Police Department:

215.1	Salary - Chief of Police	\$ 2,080.00	\$ 160.00	\$ 1,371.43
215.2	Salaries - Regular Police	8,970.00	676.00	5,786.14
215.3	Salaries - Extra Police	6,838.00	718.00	4,691.89
215.4	Uniforms & Equipment	730.00	574.25	657.27
215.5	Auto & Motorcycle Exp.	1,181.00	114.60	689.09
215.6	PD & PL Ins. on Police Cars	105.50		1.48
215.7	Telephone & Telegraph Exp.	75.00	4.65	42.04
215.8	Stationery & Printing Etc.	350.00	1.65	142.54
		<u>\$20,329.50</u>	<u>\$2,249.15</u>	<u>\$13,381.88</u>

Acct. No. 16 - Street Lighting:

216.1	Street Lighting	\$15,000.00	\$1,251.12	\$ 9,986.40
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Acct. No. 17 - Dept. of Bldg. Insp.

217.1	Salary - Building Inspector	\$ 2,080.00	\$ 160.00	\$ 1,373.34
217.2	Office Expense	75.00	3.85	112.94
217.3	Automobile Expenses	90.00	9.56	40.41
217.4	Clerical Help	429.00	20.00	215.08
		<u>\$ 2,674.00</u>	<u>\$ 193.41</u>	<u>\$ 1,741.77</u>

ACCT. NO. 3 - DEPARTMENT OF HEALTHAcct. No. 18 - Health Department:

318.1	Salary - Health Officer	\$ 300.00	\$ 25.00	\$ 200.00
318.2	Removal of Weeds	200.00		
318.3	Oiling Lakes & Ponds	100.00		
		<u>\$ 600.00</u>	<u>\$ 25.00</u>	<u>\$ 200.00</u>

ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKSAcct. No. 19 - Engineering Department:

419.1	Salary - City Engineer	\$ 2,100.00	\$ 175.00	\$ 1,400.00
419.2	Salaries - Engineering Pers.	3,345.16	271.41	1,585.74
419.3	Salary - Stenographer	650.00	50.00	428.69
419.5	Automobile Expenses	225.00	23.90	136.75
419.6	Telephone & Telegraph Exp.	125.00		103.36
419.7	Compensation Insurance	75.00		19.51
419.4	Office Expenses	325.00	12.09	388.83
		<u>\$ 6,845.16</u>	<u>\$ 532.40</u>	<u>\$ 4,062.88</u>

Acct. No. 21 - Rivers & Harbors:

421.1	Salary - Harbor Master	\$ 300.00	\$ 25.00	\$ 200.00
421.2	Miscellaneous Expenses	75.00		.54
		<u>\$ 375.00</u>	<u>\$ 25.00</u>	<u>\$ 200.54</u>

Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:

422.1	Labor - Street Cleaning	\$ 2,496.00	\$	\$ 285.50
422.2	Labor - Catch Basin Maint.	3,198.00	246.00	2,113.21
422.3	Small Tools & Supplies	150.00	4.14	519.62
422.4	Repairs to St. Clean. Equip.	675.00	176.26	286.86
422.5	Gasoline & Oil	275.00	2.88	34.77
422.6	Liability Insurance	112.85		45.60
422.7	Compensation Insurance	160.00		55.17
		<u>\$ 7,066.85</u>	<u>\$ 429.28</u>	<u>\$ 3,340.73</u>

Acct. No. 23 - Street Maintenance:

423.1	Labor -	\$12,194.00	\$ 635.60	\$ 6,658.61
423.2	Asphalt for Maintenance	3,000.00	949.50	4,811.60
423.3	Stone for Maintenance	3,000.00		3,810.89
423.4	Gasoline, Oil & Kerosene	1,800.00	188.65	1,344.56
423.5	Repairs to Trucks	1,000.00	40.72	873.22
423.6	Repairs to Other Equip.	1,500.00	42.42	835.10
423.7	Small Tools & Supplies	250.00	3.45	22.88
423.8	Brick & Conc. St. Repairs	200.00	17.03	121.58
423.9	Compensation Insurance	275.00		237.74
423.10	Liability Insurance	130.00		35.25
		<u>\$23,349.40</u>	<u>\$1,877.37</u>	<u>\$18,716.18</u>

Acct. No. 24 - Garbage Department:

424.1	Labor	\$ 6,976.00	\$ 520.00	\$ 4,736.39
424.2	Gasoline, Oil & Grease	600.00	88.68	476.49
424.3	Repairs to Trucks	750.00	9.55	1,398.84
424.4	Liability Insurance	118.50		27.10
424.5	Compensation Insurance	377.10		180.88
424.6	Telephone	45.00	4.95	35.25
		<u>\$ 8,866.50</u>	<u>\$ 623.13</u>	<u>\$ 6,854.95</u>

Acct. No. 25 - Municipal Park:

425.1	Maintenance of Grounds	\$ 2,400.00	\$ 297.05	\$ 883.38
425.2	Rental of Trucks	320.00		28.04
425.3	Small Tools & Supplies	350.00	9.34	45.90
425.4	Compensation Insurance	80.00		21.06
425.5	Salary - Park Police	500.00		
		<u>\$ 3,650.00</u>	<u>\$ 306.39</u>	<u>\$ 978.38</u>

Acct. No. 26 - Emergency Flood & Storm Anticipation:

426.1	Labor & Materials	\$ 1,000.00	\$	\$ 173.00
425.2	Compensation Insurance	20.00		
		<u>\$ 1,020.00</u>	<u>\$</u>	<u>\$ 173.00</u>

ACCT. NO. 5 - PUBLIC PROPERTIES

Acct. No. 27 - City Hall Building:

527.1	Salary Custodians	\$ 468.00	\$ 72.00	\$ 563.25
527.2	Fuel	300.00	38.32	339.58
527.3	Supplies	200.00	5.13	559.66
527.4	Repairs to Building	350.00	1.65	328.82
527.5	Fire Insurance	18.13	24.00	78.00
527.6	Compensation Insurance	10.00		5.26
		<u>\$ 1,346.13</u>	<u>\$ 141.10</u>	<u>\$ 1,874.57</u>

Acct. No. 28 - City Yards - Mill & Willow Street

528.1	Salaries to Custodians	\$ 1,872.00	\$ 144.00	\$ 1,241.67
528.2	Repairs to Building	500.00		196.57
528.3	Printing Inventory Forms	25.00		23.10
528.4	Compensation Insurance	73.00		59.36
		<u>\$ 2,470.00</u>	<u>\$ 144.00</u>	<u>\$ 1,520.70</u>

ACCT. NO. 6 - PUBLIC IMPROVEMENTS:

Acct. No. 30 - General Public Improvement

630.1	Land for Colored Playground	\$ 1,430.00	\$	\$1,430.00
630.2	Curb & Gutter Construction	4,576.00	869.20	7,199.61
630.3	City-County Airport	2,500.00	665.60	15,557.77
630.4	Opening & Widening Streets	700.00		577.08
		<u>\$ 9,006.00</u>	<u>\$1,534.80</u>	<u>\$24,764.46</u>

Acct. No. 31 - Participation in WPA Sewing Project

631.1	Rental of Building	\$ 330.00	\$	\$ 220.00
		<u>\$ 330.00</u>		<u>\$ 220.00</u>

ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment

734.1	Police Car	\$ 600.00	\$	\$ 600.00
		<u>\$ 600.00</u>		<u>\$ 600.00</u>

ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous

835.1	Salary - Dog Catcher	\$ 780.00	\$ 60.00	\$ 517.50
	Dog Catcher Expense		165.13	764.00
		<u>\$ 780.00</u>	<u>\$ 225.13</u>	<u>\$ 1,281.50</u>

TOTAL

\$132,808.77\$11,903.41\$105,373.46

WATER AND SEWER CONNECTIONS

3,040.14

BY PASS HIGHWAY UTILITY ACCOUNT

1,001.92 15,000.00

MIS'C EXPENDITURES AND REFUNDS

.126.65 719.45

GRAND TOTAL

\$132,808.77\$13,031.98\$124,210.81

The Mayor and Council met in regular session at the City Hall Monday night, October 5, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilman Claude E. Russell, John G. Howie, Albin A. Hayman, with Councilman Clifford H. Duffy absent. *due to illness*

1. The minutes of September 28 were read, ordered amended and approved upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
2. Chief Chatham presented his weekly log together with his car and motorcycle gasoline report which were both ordered accepted and filed upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

Chief Chatham reported that the local OPA office advised him that it would be satisfactory to sell the tire the Police Department is holding provided the tire were sold on an approved order. The Council agreed the tire or the sale price belonged to Dr. Brown of Willow Street who found the tire.

Chief Chatham reported he was receiving a quantity of complaints asking for his department to shoot dogs which were a nuisance.

Chief Chatham presented a letter he had written addressed to Galvin Manufacturing Company for the new radio set and read it to the Council. The order had already been approved the previous week and the Council approved the letter. The order was in the amount of \$1,750.00.

3. The Harbor Master, Mr. Prag, reported he had discussed the condition of the wharf property in the rear of the Gunby building on Main Street with Mr. Laws, the contractor, who was repairing the building and expected to take the matter up with Mr. Gunby, the owner. He reported further that Mr. Paul V. Downing would soon begin work on the wharf of John Testa.
4. The Building Inspector presented a letter from the Atlantic Refining Company in which they asked that they be given a written approval of extension of their recently granted permit to construct a filling station on the Salisbury Boulevard on the property they had purchased from Elmer C. Williams.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to authorize the Building Inspector in cooperation with the City Solicitor to so notify the Atlantic Refining Company that the permit would be honored when the war construction band was lifted.

5. The Building Inspector presented his building report for the month of September which was 43 permits issued in the total amount of \$7,795.00 for which fees were collected in the amount of \$40.00. The report was ordered accepted and filed.
6. The Building Inspector reported a request from Mr. Layton

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Moore for the Council's approval of the establishment of a chicken cleaning and picking factory in his building on East Main Street at Ward. The Council found this type of business could not be permitted in that location.

The Building Inspector also presented a request in behalf of Mr. Moore for permission to erect a small temporary wood frame building on his property at the same location for the purpose of grading and cleaning sweet potatoes. Since this building would be in a fire zone the Council would be unable to approve the request.

7. The Building Inspector, Mr. Hastings, asked the Council what steps he could take in order to replace the furniture damaged by fire recently at Fire House No. 2 since funds were in hand from the insurance company. The Council advised the Building Inspector to take the matter up with the Fire Chief at Fire House No. 2 and proceed on his advice.
8. Mr. James A. White, the Plumbing Inspector, presented a report showing the scope of his work during the month of September which showed 9 plumbing permits issued and \$23.00 in plumbing fees collected.

The report was ordered accepted and filed.

9. The revised budget for the fiscal year October 1, 1942 to September 30, 1943 was presented, read and approved together with an official list of salaries which were attached upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
10. The City Engineer presented a letter from Congressman Ward dated October 2, 1942 which advised the Mayor and Council that the total allocated for the construction of runways including a third one was \$562,670.

He also read an additional letter dated October 2, 1942 from Congressman Ward relative to the airport.

11. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to authorize the City Engineer to employ temporarily Mr. Charles Skirven for approximately ten days to work on the airport plans subject however to the Commissioner's concurring approval.
12. The City Engineer presented a letter from the Federal Works Agency and Public Roads Administration dated October 3, 1942 in which they stated the City's application for 12 thousand gallons of bituminous material for the maintenance of streets in Salisbury would probably be certified within the next few days. The letter was signed by C. E. Swain, District Engineer.
13. The City Engineer presented a letter from the War Production Board, Washington, D. C. signed by Herbert S. Marks, Acting

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Chief, in which he stated the City's application and permission to extend City's water service on Short Street was not approved.

14. The City Engineer presented a request forwarded by the Board of Education asking for a reduced rate on water consumed by the new school on Church Street. The Council agreed to study the request.
15. The Council received a memo from the Water Department asking for a ruling on the proper time to give credit for the removal of water fixtures. The department asked if credit should be given upon the owner advising that the fixtures were removed (a month ago or two months ago) or after they had advised the Council the plumbing inspector had checked it.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to establish the ruling that all water accounts should run until the day inspection was made and finally approved.

16. The City Engineer presented two letters which he had written to the Bruning Company and to the Dietzgen Company asking for a plainmeter together with the replies saying that none were available. He also presented a telegram from F. H. Dryden saying that he had one now at the Salisbury National Bank and who offered to lend it to the Council. The Council authorized the City Engineer to sign a receipt for the plainmeter at the Salisbury National Bank upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
18. Mr. C. L. Dickinson of the Traffic Commission presented their recommendations that the stop light at Camden and College Avenue be left in place and recommended further that the stop light at Priscilla and East Church Street be removed. The committee based its recommendation for the removal of this light on a traffic study which they had had made of traffic moving east and west, north and south through this intersection. The Council accepted the recommendation and agreed to consider the proposal.
17. Mr. C. L. Dickinson, Chairman of the Traffic Commission came before the Mayor and Council in response to a recent request for advice on the transportation of explosives through the City of Salisbury and offered the following recommendations that all transported explosives be moved through the City over the following streets or thoroughfares:

North & South	Salisbury Boulevard
North to West	North Division through Isabella
North to East	Priscilla to East Church
East to South	East Main to Salisbury Boulevard
East to North	East Church to Priscilla
East to West	East Church to Isabella
South to East	Salisbury Boulevard to East Main
South to West	Salisbury Boulevard to Isabella
West to North	Isabella to North Division
West to South	Isabella to North Division
West to South	Isabella to Salisbury Boulevard
West to East	Isabella to East Church

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the City Solicitor to prepare an ordinance to provide for the transportation of explosives as recommended by the Commission.

19. The City Engineer reported on a conference with Mr. W. P. Pope, Mr. Milton Pope, Mr. Arthur Everett Williams and the City Solicitor and presented in connection therewith a letter dated October 1, 1942 written to Mr. Williams which informed him that his client would sell a 6 foot area, the property discussed, on College Avenue for the sum of \$400.00. The Council unanimously passed a resolution authorizing the City Engineer to write Mr. Williams to inform him that the City would give him \$200.00 for the parcel of land or if his client desired to have the top soil removed from that particular parcel of land for replacement by good soil, the City would provide for it as soon as his client, Mr. Pope, placed his curb down the length of his property.
20. The City Engineer reported on a tool house addition at the City Park and advised the Council that the contractor informed him that he was about ready to start on the work and that he, the City Engineer, was now negotiating for the use of a crane from Phillips Brothers to remove the dirt fill, and if he were not able to secure this crane he expected to use the Street Department to remove it manually.
21. The City Engineer reported Mack Smith had returned to work saying he was able to do light work and he had placed him temporarily in the Water Department until he was more fit to resume his job on the Garbage Department. The Council approved.
22. The City Engineer read a letter from Mr. H. R. Hershey, representative of the F.W.A. on the proposed lighting and draining work by the CAA & WPA at the airport.
23. The Council had reread Article 11 of the minutes of September 28 and authorized particular part of the minutes changed to provide for a new agreement to be written by the City Solicitor.
24. The City Solicitor presented a letter addressed to William W. Travers, Esquire, Attorney for Elmer C. Williams which the Council read, approved and authorized signed by the President of Council and ordered directed to Mr. Travers upon motion offered by Councilman Hayman, seconded by Councilman Russell and passed. A copy of the correspondence was ordered attached to the minutes.
25. Ordinance No. 488, an ordinance repealing Ordinance No. 485 regulating and licensing dogs came up for its final reading and was approved, authorized passed and signed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and passed.
26. Vouchers No. 18580 and 18636 to 18666 inclusive were read approved and authorized signed upon a motion offered by Councilman Hayman seconded by Councilman Russell and duly passed.

October 5, 1942

27. The matter of a bond for Mr. Richard Mumford who has been designated by the Mayor to be custodian of some Civilian Defense equipment loaned by the Government came to the attention of the Council. The bond was authorized procured through the firm of Mr. Denmead Kolb. . .
28. The City Treasurer was authorized to prepare vouchers for the payment of all outstanding General Fund notes now held by the Farmers and Merchants Bank. The motion was offered by Councilman Howie, seconded by Councilman Hayman and unanimously passed.
29. A motion was offered by Councilman Russell, seconded by Councilman Hayman and duly passed to accept the recommendation of Mr. James White, Plumbing Inspector, that he be placed temporarily under the Superintendent of the Water Department for work in addition to his present duties as Plumbing Inspector in order that he might assist in the work of the Water Department during the period when his normal work was slack..

The Council instructed the Clerk to so notify the Civil Service Commission.

30. The Mayor reported on the receipt of another call from Mrs. Taylor on Washington Street relative to her water bill which she still claims is paid. After some discussion Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the Superintendent of the Water Department to grant her credit on the disputed bill. . .
31. The minutes of September 21, special meeting, were read and ordered approved upon a motion made by Councilman Hayman, seconded by Councilman Howie and duly passed.
32. The minutes of the special meeting of September 7 were read, ordered approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
33. The minutes of September 4 were read, ordered approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.

The meeting adjourned at 11:15.

APPROVED:

W. A. Garvin
President of Council

W. H. Dondy
Clerk

10/12/42
Date

October 2nd., 1942.

William W. Travers, Esquire,
Woodcock, Webb, Bouds & Travers,
Attorneys at Law,
Salisbury, Maryland.

Dear Mr. Travers:-

Mr. Wade H. Insley, Jr., Clerk of Salisbury, has presented your letter, receipts and statement pertaining to the alleged claim of Elmer C. Williams against The Mayor and Council of Salisbury.

We have had a thorough search made of the minutes of the Mayor and Council of Salisbury from the date of commencement of proceedings leading to the construction of the initial unit of the Salisbury By-Pass in 1937, to the present time in an effort to ascertain if such an agreement exists. We have also contacted the By-Pass Commission representing the City in the acquisition of properties for said highway and find that there was no agreement on the part of the City to procure title to any of the land located between the property of Elmer C. Williams and the Salisbury By-Pass and to convey such property to Mr. Williams.

During the winter of 1941, Mr. Williams appeared before us, stating that he had a sale for a parcel of his property to an oil company that would make improvements of considerable value, and requested the City to convey a portion of the New York, Philadelphia & Norfolk Railroad Company property lying West of the Salisbury By-Pass to him. Upon examination it was found that the City did not possess title to the strip in question but did have an easement over said strip. This information was presented to Mr. Williams and he requested the City to procure title to this parcel of land and convey it to him, stating his inability to deal with the Railroad Company and the benefits that would accrue to the City from the sale and improvement of his real estate. This title was procured and a deed conveying this strip to Mr. Williams was presented to him.

Mr. Williams also requested the City to institute proceedings to close that part of Benefit Street adjoining his property between Newton Street and the Salisbury By-Pass. This the City agreed to do and it was accordingly done.

Only after receipt of your communication did we know that the heirs of Thomas Humphreys possessed any property between Williams' land and the By-Pass. There has never been any request made upon the City to procure any land or rights from the heirs of Thomas Humphreys and most certainly there has never been any agreement upon the part of the City so to do. Thus, the Mayor and Council of Salisbury deny any responsibility for the claim presented by you on behalf of Elmer C. Williams.

Very truly yours,

The Mayor and Council of Salisbury

By _____

President of the Council.

CITY HALL - SALISBURY, MARYLAND - OCTOBER 12, 1942

The Mayor and Council met in regular session at the City Hall Monday night, October 12, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie and Clifford H. Duffy.

1. Mr. J. Howard Johnson came before the Mayor and Council with a 1941 tax bill on the personal property at the Wicomico Garage, and asked that he be granted a refund on it since it had been sold to Mr. McNamara. The Council agreed to look into the matter.
2. Mr. Johnson also recommended that the meters in front of the dispensary be removed, and a sign reading "Load and Unload Only" be placed there.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed to refer it to the Traffic Commission for study.

2. The Harbor Master had no special report.
3. The Building Inspector had no report to offer.
4. The Police Chief presented his weekly log together with his weekly parking violation report; both were ordered accepted and filed.

The parking situation on W. Church Street was pointed out to the Council by the Chief. After some discussion he was instructed to do as best he could with present conditions. After this discussion the Council on the Chief's recommendation ordered "No Parking" signs placed on West Church Street, on the North side from Lemon Street to the Wicomico Garage.

5. Mr. Mack Smith, an employee of the Garbage Department, asked the Council that he be granted sick leave with pay for the week and a fraction he was recently absent from work due to an illness. The Council found he was covered by a recent resolution and instructed the Treasurer to pay him for the time lost.
6. A request was received for the \$200.00 the City had approved as a donation for the Boy's Band. ✓

The Treasurer was instructed to draw the check and sign it.

7. The City Engineer informed the Council that the Board of Education had reviewed the new agreement prepared for them relative to the water and sewer extensions for the new East Salisbury School and apparently had found it satisfactory and would probably sign the agreement.

The Board of Education was granted a water rate for the new East Salisbury School the same as that fixed for the State Sanitarium upon motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.

October 12, 1942

8. A letter from Baysinger's Inc. was presented by the City Engineer to the Council which pointed out that the \$25.84 charge on a recent bill was for title tax and tags which was not included in the purchase price. The Council informed the City Engineer that under the circumstances since they had expected the price awarded them was complete that they would pay half of this additional charge.
9. A request for a water meter was received from Mrs. Hannah Cordrey for her house which she was now remodeling to a three-apartment dwelling. The request was granted upon motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
10. A letter was received from Mr. G. J. Wade, Treasurer of Sector 18, requesting the purchase of the dog truck.

The Council upon motion duly made, seconded and passed, donated the dog truck to Sector 18 provided they would remove the wheels, tires and license plate and return them to the City.

11. The City Engineer presented a letter from the Department of Commerce, Civil Aeronautics Administration of 100 North Cameron Street, Harrisburg, Pennsylvania, dated October 7 which advised the Mayor and Council that the Administration had tentatively allocated an additional sum of \$562,670 to the CAA National Defense Project Docket No. E-904-18-2 for the Wicomico County Airport for the construction of NE/SW and E/W and NW/SE landing strips. The letter was signed by Albert H. Wessel.
12. The City Engineer presented a plat to the Mayor and Council for their approval. The plat was a sub-division of the steam boat wharf property on West Main Street. The Council upon motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed approved the sub-division subject to a five-foot building line. The Council ordered the notation made that they assume no responsibility for the accuracy of the plat and survey.
13. Bids on curb paint were received together with a purchase order No. L-55 covering the purchase of curb paint for the P. M. & T. account. Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing the purchase and the signature of the Mayor to the priority statement.
14. The Mayor and Council authorized the placing of an advertisement in the Engineering News Record reading "Wanted Immediately Junior Civil Engineer."
15. The City Engineer presented a memo on delinquent water bills as follows. The Council read the memo and authorized the action as given beside the account below.

Lena Pusey

\$237.81

must be paid in 60 days

Other Taxes

Admissions	\$ 1,500.00
Income	15,000.00
Franchise	1,200.00
Race Track	15,000.00
Motor Vehicles (Gas Tax,	
Auto from State	15,000.00
Other	500.00
	\$48,200.00

Licenses and Permits

Parking Meter Collections	\$15,000.00
Street Permits	15.00
Other (Misc. P.M. Income)	100.00
Amusement Permits & Lic.	25.00
Traders License	22,000.00
Occupational License (Res-	
taurant, etc.)	500.00
Other - Plumbers	50.00
Motor Vehicle Licenses	
(From County)	10,000.00
Building Permits	2,000.00
Other - Plumbing Permits,	
Filing Fees, etc.	500.00
	\$50,200.00

October 12, 1942

Purity Creamery	\$250.10	Must be paid in 60 days
James Kenny	158.00	" " " " " "
Emma Waller	178.50	Secure a payment
Home Owner's Loan	30.00	
Marion Carey	81.00	
Calvin White	40.00	Cut off unless paid

16. The City Solicitor presented a letter written to the Atlantic Refining Company, Mr. Lester M. Goldsmith, Chief Engineer, in which the Council granted them permission to use their permit No. 4300 to construct a filling station after building restrictions were lifted. The letter was approved upon motion duly made and seconded and authorized forwarded by the City Solicitor.
17. Ordinance No. 489, an ordinance regulating the passage of vehicles while being used for the transportation of explosives through the corporate limits through the City of Salisbury and penalty for the violation thereof, was introduced for its first reading and authorized passed and posted upon motion offered by Councilman Russell, seconded by Councilman Hayman.
18. The City Solicitor read a letter from the War Production Board signed by J. T. Kelly, Junior Chief of Distributions Section, which advised him that no water or sewer connections or extensions should be made without express permission from the War Production Board.
19. Resolution No. 9 of the minutes of the Mayor and Council of October 5 relating to the budget was authorized amended by deducting from the Police Department Acct. No. 215.9 the sum of \$1,750.00 for a police radio leaving that amount to be added to the section entitled "Capital Equipment." The motion was offered by Councilman Hayman, seconded by Councilman Howie
20. who also offered the motion which was duly passed approving the salary list as attached to the new budget.
20. The minutes of October 5 were read and approved as ordered amended above upon motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
21. The City Clerk was authorized to have published in both of the City's papers a prepared copy of a statement comparing the new budget with the last year's budget.
22. Vouchers No. 18669 to 18746 inclusive were read, ordered approved and signed upon motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
23. The Mayor and Council received a letter from Harriet S. Nichols, asking for a year's leave of absence to go with her husband who is being transferred to South Carolina about the eighteenth of October with the privilege of returning to her same grade and position if any change were made in her plans.

The Council granted the leave with the provision that if there

were a vacancy she would be given consideration for it.

24. Mayor Hitchens presented a letter from the Federal Works Agency on the fabrication of clothing in the sewing room probably to be established in Salisbury. The letter explained that the re-opening of the project was not feasible at present. However, if it does ~~xxx~~ seem advisable to resume operation shortly she would like to know whether or not you would be willing to assume responsibility in this connection which you did last year. The letter was signed by Florence J. Nealy, Chief Defense Health & Welfare Section. The Council approved the project but left the final decision to the Mayor to be made after he talks with the County Commissioners and the Federal Works Agency.
25. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the renewing of a \$10,000 By Pass note at the County Trust Company for six months at the rate of 4% and the renewal of a \$14,000.00 note dated October 15 for 6 months at the rate of 4%. ✓
26. The Council instructed the City Treasurer to secure some information on the request of Mr. Howard Johnson mentioned earlier in the minutes for their review.
27. The matter of controlling taxi cabs in the corporate limits came before the Mayor and Council and after some discussion the City Solicitor was instructed to take the matter up with the Public Service Commission for their advice.
28. The Treasurer reported that he had received \$10,000 allotment from the County Commissioners. ✓

The meeting adjourned at 11:00.

APPROVED:

Date

10/19/42

W. S. Garrow
President of Council

Clerk

Walter H. Dinsley

October 8, 1942

C-2

Mr. A. Everett Williams
Attorney-at-Law
Salisbury, Maryland

Dear Mr. Williams:

Reference is made to your letter of October 1 concerning the acquisition of property from Mr. William P. Pope for the purpose of widening the North side of College Avenue, between South Division Street and the Pennsylvania Railroad right-of-way.

This matter was placed before the Mayor and Council at their meeting held on October 5 and the following conclusions were reached:

It is felt that the sum of Four Hundred Dollars (\$400.00) for a 6-foot strip of land is too much money for the City to expend insofar as value received is concerned. According to a covenant in Mr. Pope's deed a 10-foot strip of land on the North side of College Avenue is reserved for grass plot and sidewalk purposes. The matter of utilizing the grass plot for street purposes does not decrease the depth of any lots that may be developed for sale purposes by Mr. Pope. This property is not assessed by the City because it is construed as farm land; therefore, the City receives no return for the various public improvements which are available, such as water, sanitary sewer and storm water drainage facilities.

Under these circumstances, the City considers the sum of Two Hundred Dollars (\$200.00) for a fee simple deed covering the 6-foot strip of land a very fair price.

As we understand the situation, Mr. Pope desires a payment of Four Hundred Dollars (\$400.00) or a prompt restoration of soil on the aforesaid 6-foot strip of land. The City is willing to proceed with the restoration of the 6-foot strip of land with the understanding that Mr. Pope will construct a concrete curb conforming to City of Salisbury Specifications on established grade. The purpose of this curbing would be to prevent erosion

Mr. A. Everett Williams

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October 8, 1942

of the restored soil, thus benefiting the property and the City simultaneously. If no provision is made to prevent soil erosion, the property owner will suffer and the City will have undue maintenance along the street gutter line and in the storm water drainage system.

Please let us have your comments.

THE MAYOR AND COUNCIL OF SALISBURY,

CG vg

Clarke
City Engineer

✓ cc: The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - OCTOBER 19, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, October 19 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy.

1. The minutes of the meeting of October 12, 1942 were read and approved with the exception of No. 15 which was ordered amended.
2. The Harbor Master informed the Council that the wharf-front property of Mr. Raymond A. Weisner on South Division Street was in need of repair. The Council instructed him to bring it to the attention of Mr. Weisner.
3. Chief Chatham presented the weekly police log together with the consolidated monthly report which were both ordered accepted and filed.

The Chief presented a letter from Galvin Manufacturing Company dated October 16 from Mr. Floyd McCall in which he informed the Chief that the order was not filled out in accord with their request but that he had forwarded it hoping it would be approved. The Chief also had another letter from the same company signed by a different person which seemed to contradict the first letter. The Council instructed the Chief of Police to confer with the City Solicitor and to reply to the letter after securing his advice.

The Chief reported a request from Mr. Holland of Martin & Schwartz for no parking on the east side of Mill Street from Chestnut to Bush Street. The Council thought the no parking problem might best be worked out by the company itself.

4. The City Solicitor presented Ordinance No. 489, an ordinance regulating the passage of vehicles while being used for the transportation of explosives through the corporate limits of Salisbury and provided penalties for the violation thereof.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the ordinance for its final reading.

5. The City Solicitor read a letter from Mr. Frank Harper, Executive Secretary of the Public Service Commission, which advised the City Solicitor that the control of taxicabs in Salisbury was beyond their jurisdiction. The City Solicitor was advised to so inform the local rationing board.
6. The City Engineer presented bids on new grader tires and tubes as follows:

2 12.75-24 8 ply Tractor grader Csgs. @ 78.12	156.24
1 12.75-24 Tractor grader tube @ 9.14	9.14
	165.38

This bid was submitted by GOODRICH SILVERTOWN STORES.

FIRESTONE

2 1275 x 24 G G Road Builder 8 ply tires @ 97.32	\$194.64
1 1275 x 24 Transport T & B Tube @ 21.98	21.98
	<u>\$216.62</u>

2% discount if paid by the 10th of the month following date of purchase.

R.D. GRIER & SONS COMPANY

2 12.75 x 24 8 ply Grader tires @ 79.71	\$159.42
1 12.75 x 24 Grader Tube @ 18.88	18.88
	<u>\$178.30</u>

Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed to award the bid to the lowest bidder, Goodrich Silvertown Stores, for the sum of \$165.38.

7. The City Engineer presented bids from the following companies on 12 thousand gallons of RC2 asphalt delivered to Salisbury.

Texas Company	no bid
Mexican Petroleum Products	15.1¢ per gallon
John R. Hitchens, Inc.	12.5 per gallon
delivered in two tanks, Salisbury, Maryland.	

Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the acceptance of the lowest bid.

8. The City Engineer advised the Council he had been requested to furnish certain information to the ODT on the amount of equipment held by the City. Councilman Howie offered a motion which was seconded by Councilman Duffy authorizing the City Engineer to submit this information.
9. The City Engineer read a letter from the Sammons Construction Company addressed to the attention of Mr. Clarke Gardner in which they offered to rent the City's grader at \$133.00 per week based on a 48 hour week with over time for 48 hours per week figured as set forth in price regulations No. 132 effective May 11, 1942 as published by OPA (which is time and one-half for overtime). It is further agreed that they furnish all fuel, repairs, and lubrication and pay the operator at the rate of \$120.00 per week with overtime at one and one-half for all hours over eight hours a day and for all hours over forty hours a week.

Councilman Howie offered a motion which was seconded by Councilman Duffy and duly approved to authorize the rental.

10. The City Engineer read the Council a letter from Mr. Edgar Porter in which he offered to rent the disposal plant site

October 19, 1942

on the Wicomico River for cash rent. The Council authorized the City Engineer to take his offer.

11. The City Engineer presented a letter from S. Norman Holland in which he requested the City to repair the gutter along Mill Street in front of his property. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to install a catch basin to take care of the water at this location and to repair the curb and gutter if Mr. Holland desired it at his expense.
12. The City Engineer read a letter from Arthur Everett Williams in which he advised the Mayor and Council that Mr. Pope had instructed him to enter suit for damages against the City for use of his College Avenue frontage. Mr. Williams had said, however, that Mr. Pope had agreed to a compromise offer of \$400 for that parcel of land if the City cared to accept it.
13. The City Engineer presented a bid from Baysinger, Inc. on overhauling and repairing an International garbage truck in the amount of \$550.00. No action was taken on the bid.
14. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor to write each employee of the City advising him the necessity of observing the speed regulations in the City; of conserving their tires and gasoline and equipment during the present war emergency.
15. The City Engineer presented a verbal communication from Mr. Ralph Grier of the Chamber of Commerce that it might be advisable to call off public celebration of Hallowe'en due to the danger from sabotage or other similar accounts.

The Council found that it might be advisable to change the location of the street celebration and to ask that people over 16 should not mask but they felt that the younger people should still be allowed this opportunity to celebrate. The Council left the matter the Mayor to be worked out as he saw fit after conferring with the Chamber of Commerce.

16. The City Engineer presented a request for the purpose of a new mimeograph machine for the use of the City at a cost of \$116.00. The Council appointed a committee of one composed of Councilman Howie to look over the machine and make a recommendation to the Council.
17. The City Engineer presented recent water bills from Mrs. Lillian Short on which she had requested an adjustment. It was the Council's opinion that the bills were not excessive and they were therefore unable to authorize their credit.
18. A water bill for the account of James H. Weatherly in the amount of \$46.96 was submitted with the request that he be given a credit on the bill due to a leak on his property.

The Council found that since the leak was on his property it was his responsibility and they were unable to give him a credit.

19. Councilman Russell offered a motion which was seconded by Councilman Hayman that all future complaints on water charges be first referred to the Superintendent of the Water Department who is herewith authorized to handle them in accord with the established rules.
20. The City Engineer presented a check from Lillian D. Phillips together with a memo saying she had made some deductions due to the apartment not being occupied for a certain period.

The Council found they were unable to accept this check as payment of her account and instructed the Water Department to return it and advise her that the account would have to be paid in full.

21. A request for a water bill adjustment for the account of William Dixon was presented. The Council immediately ordered it referred for handling to the Superintendent of the Water Department.
22. A water bill from Lee W. Insley was presented for the Council's review. The bill likewise was referred to the Superintendent for handling.
23. The City Engineer informed the Council that Mr. Fred Grier had recommended that the City use the Luther Hosier building on Brown Street in which to hold some of the Civilian Defense equipment which it would shortly receive. He explained that it could be used rent free if the City would make some minor repairs of windows and doors.

Council President appointed a committee composed of Councilmen Russell, Hayman and duffy to give the matter due study and their recommendation.

24. Bids on furnishing 200 payroll sheets printed on two sides were received as follows:

Willing's	17.50
Salisbury Advertiser	17.50
Austin Moore, Sr.	17.00
Eugene M. Messick	17.50

Councilman Russell offered a motion which was seconded by Councilman Hayman to award the bid to the lowest bidder, Mr. Moore.

25. Bids on 1,500 vouchers in triplicate were received from the following:

October 19, 1942

Salisbury Advertiser
W. Austin Moore, Sr.
Eugene M. Messick

\$32.50
37.50
24.50

Councilman Russell offered a motion which was seconded by Councilman Hayman that it be awarded to the lowest bidder, Eugene M. Messick.

26. A recent letter from the Board of Education in which they requested some information on assessable basis and tax rate again came to the attention of the Council. The Clerk was instructed to furnish them the requested information.
27. A tax bill in the name of Howard Johnson for 1941 personal property taxes on which he requested arrefund came again to the attention of the Council. The Council instructed the City Treasurer to prepare a voucher for a refund.
28. The Mayor presented a request from Mr. Charles Bennett of 304 Charles Street for permission to secure a new sewer tap since he was being troubled year after year with the present service. The matter was referred to the City Engineer.
29. The Mayor presented a request from Mrs. Lucy Ruark for an increase in her salary. The Council took the matter under consideration.
30. The Council authorized the transfer of Kenneth Leaper to the Garbage Department and Mac Smith to the Water Department upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
31. Councilman Russell offered the Council the proposal that there be ^{2 hour} parking on the north side of High Street from Bush to Mill and that there be no parking on the south side. The proposal was accepted by the Council and ordered referred to the Traffic Commission.
32. The Mayor and Council received a request to place curb and gutter on East Church Street from the present sidewalk end to the new East Salisbury School. The Council agreed that it would be agreeable to have the property owner place their sidewalk and curb and that the City would place the gutter as soon as it could. The Clerk was also instructed to inform Mr. Oscar Davis as given above.
33. The Mayor brought to the attention of the Council the recent request of Mrs. Harriet Nichols, for a year's leave of absence without pay with the privilege of returning to the same position and grade if a change were made in her plans.

The Council pointed out that the two similar requests granted were different in that the vacancy was not filled and that since this position was to be filled, they would not be in a position to grant the request.

The Council, however, did agree to give her consideration for any vacancy there might be in the event she desired it.

34. Decreases No. 1343 to 1444 were read and were approved for decrease with the exception of Nos. 1363-87-91-1407-09 upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
35. Increase Nos. 792 to 843 were read and approved upon a motion offered by Councilman Howie, seconded by Councilman Duffy and duly passed.
36. Vouchers No. 18747 to 18776 inclusive were read, approved and authorized signed upon a motion offered by Councilman Hayman seconded by Councilman Russell and duly passed.

The meeting adjourned at 11:20.

APPROVED:

10/26/42
Date

W. J. Garry
President of Council

W. H. Dwyer
Clerk

October 15th, 1942.

Mr. Frank Harper, Secretary,
Public Service Commission,
Unseey Building,
Baltimore, Maryland.

Dear Mr. Harper:-

Since the advent of regulations covering automobiles, tires and gasoline, there have been a number of requests by several agencies, including the Local Rationing Board, from the Mayor and Council of Salisbury to regulate taxi cabs operating within the corporate limits of Salisbury. Realizing that the average municipality does not possess the specialized knowledge and facilities required to successfully regulate the operation of such a business, we have decided to request the assistance of the Commission.

We are aware of the limitation upon the regulation of taxi cabs by the Public Service Commission to cities having a population of more than fifty thousand persons by Article 23 of the Code of Public General Laws of Maryland. However, we have been informed that the Commission is considering the assumption of jurisdiction over taxi cabs within the City of Annapolis and since Salisbury has about the same population, we would like for the Commission to consider the regulation of such carriers here.

Will you please notify me if this procedure is possible, and in the event the Commission is agreeable, I can assure you that the Mayor and Council of Salisbury will co-operate in every manner.

Very truly yours,

Charles J. Gotsch,
City Solicitor.

CJG/LL

same to:

The Texas Company
135 East 42nd Street
New York City, N.Y.

John R. Hitchens
Seaford, Del.

October 13, 1942

S-11,1

Mexican Petroleum Corporation
P.O. Box 1417
Baltimore
Maryland

Gentlemen:

Kindly quote us on the following material:

12,000 gallons Maryland RC-2 Asphalt, delivered to Mill Street Storage Yard in insulated tank car with heater connections or in barrels.

Our Application No. 227, dated September, 1942, has been approved by the Bureau of Public Roads covering this purchase.

Quotations will be received until 8:00 P.M. Monday, October 19, 1942.

Sincerely yours,

CC vg

City Engineer

cc: Mayor and Council Meeting

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, October 26, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie and Clifford H. Duffy.

1. Mr. Reynolds White and Alfred Niblett, representatives of the Fire Department came before the Mayor and Council and requested a meeting be arranged between the Mayor and Council and the Fire Department for Friday night October 30 at 8:00 P.M. The Council granted the request.
2. Harbor Master Prag reported that he had been unable to contact Mr. Raymond Weisner concerning his wharf property.
3. Police Chief Chatham presented a request from Martin & Schwartz to rope off part of Mill Street for the celebration of a Navy E award which is to be presented to their firm November 12 between 2:30 and 4:30 P.M. The Council left the matter to the discretion of the Police Chief.

The Chief requested advice on the Hallowe'en celebration and was informed by the Council that it would be agreeable to hold public celebration between the hours of 7:00 and 10:00 P.M. and to rope off Main Street between Division and Market. He was advised further to urge the public to unmask after 10:00 and to stress the point in the press together with asking the public to refrain from marking store fronts and automobiles. The Council further authorized him to request that no person over 16 years of age be masked.

Chief Chatham was authorized to forward mimeographed copies of the recent ordinance on the transportation of explosives through the City limits to the State Police stations in the neighboring states.

4. The Mayor and Council interpreted a recent ruling on granting sick leaves with pay to the effect that it would entitle Mr. Paul Kelly to thirty days sick leave as he was classified as a five-year employee. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed instructing the Clerk to communicate with the Civil Service Commission and request them to recommend rulings covering vacation and sick leave together with leave of absence without pay and request that they base their rulings on a fiscal year to coincide with the annual budget.
5. The Building Inspector reported the wash stand in the Police Department's wash room needed replacing against the wall. The Council instructed the Building Inspector to attend to the matter.

He also reported that work on the tool shed in the Park had begun.

6. In the absence of the City Solicitor, the City Engineer presented

agreements between the Board of Education of Wicomico County, Maryland, and the Mayor and Council of Salisbury relative to the construction of water and sewer lines beyond the City limits extending to the East Salisbury Elementary School which set forth in part the following:

1. The City covenants to construct and maintain the water mains within the City limits.
2. The Board covenants and agrees to pay for that part of the water main extension from the corporate limits to the school site, approximately 200 lin. feet at the rate of \$3.00 a foot. ✓
3. The City covenants and agrees to construct and perpetually maintain the sewer from its present terminus to the new school site, approximately 800 feet.
4. The Board covenants and agrees to pay the City the total cost of construction of the extension of the sanitary sewer, approximately 800 feet at \$4.00 per foot.
5. The Board covenants and agrees to convey to the City an easement for public utilities owned by the City of a width of 15 feet from the end of West Calloway Street in a northerly direction to an un-named street, a distance of approximately 405 feet.

A copy of an easement and plat is attached to the agreement.

6. In the event excavation becomes necessary, the City agrees to conduct its work continuously until completed.
7. The City covenants and agrees to establish a connecting charge of \$75.00 for each connection made to that part of the sanitary sewer mentioned herein and to refund to the Board the connecting charge less the cost of the service line from the sewer to the property line.
9. The City covenants and agrees to refund the deposit when and if the corporate limits are extended to include the proposed school provided the City is authorized to do so by an Act of the General Assembly.

Note: The above is a condensation and is not an exact quotation of the agreement.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor and President of Council and the City Clerk to sign the agreement in behalf of the City.

7. The City Engineer presented financial report on the operations of the Municipal Water Department for the three-month period ending September 30, 1942. The report was ordered accepted.

October 26, 1942

and published upon motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

A report on the operations of the municipal Water Department for the month of September was also presented, ordered accepted and filed.

8. The City Engineer presented a request from the Government for a survey of the usage of critical materials by the City.
9. Minutes of the meeting of October 12 were read and approved after authorizing the amendment of Resolution #19 to read "in accord with established rules which are to be prepared in conference with the City Solicitor for use as an amendment. to the present ordinances relating to the Water Department." ✓
10. Vouchers No. 18,777 to 18,818 inclusive were read, approved and authorized signed upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
11. A letter was presented to the Council from the Fairview Nursery School relative to the water rent. The letter was ordered referred to the Superintendent of the Water Department.
12. A letter directed to the attention of the Mayor and Council from the New York Avenue Community Club was received and read. Since it related to a sidewalk in bad condition in front of the Lloyd Chandler property on New York Avenue, it was referred to the Building Inspector for investigation and report.
13. A letter from the Salisbury National Bank offering the facilities of the bank to the Mayor and Council was received and ordered filed.
14. Councilman Howie called the Council's attention to the condition of the sidewalk on Church Street between Clay and Truitt Street and informed the Council that the weeds and grass had almost completely covered the walk. The condition was ordered referred to the Building Inspector to be remedied.
15. The Mayor also directed the Council's attention to the growth of some hedges across public sidewalks. The matter was ordered referred to the City Solicitor for report.
16. The City Engineer presented a request from Mrs. A. C. Smith of Park Avenue relative to parking on Park Avenue. She informed the City Engineer that cars were parking so close to the intersection of Chestnut and Park Streets on the east side that it was difficult to get around the corner. She also advised the City Engineer that the employees of Martin & Schwartz were using the parking space on the east side of the street to such an extent that residents could find no parking space and suggested that they be asked to park nearer their plant or on the parking lot on Chestnut Street. The matter was ordered referred to the Traffic Commission.

Minutes of the Mayor and Council
Page #4
October 26, 1942

The meeting adjourned at 10:00.

APPROVED:

11/9/42
Date

W. J. Gorman
President of Council

W. H. Dineen
Clerk

City Hall - Salisbury, Maryland - November 2, 1942

The regular meeting for Monday evening, November 2, was cancelled due to the death of Mrs. W. T. Gardner and in its place there was called a special meeting of the Mayor and Council for Monday afternoon, November 2 at 1:30 P.M. at which there were present: Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. In the absence of Mr. W. T. Gardner, the Council President, a motion was offered to name Councilman Howie President pro tem. The motion was offered by Councilman Hayman, seconded by Councilman Russell and unanimously passed.
2. Vouchers No. 18823 to 18826 inclusive were read, approved for payment and authorized signed by the Treasurer and President pro tem.
3. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the Clerk to forward a certified copy of that proportion of the minutes of November 2 which referred to the naming of John G. Howie as President pro tem and authorizing his signature to the above vouchers.
4. The Council received bids for the printing of 20 parking receipt books as follows:

W. Austin Moore, Sr.	\$30.00
Salisbury Advertiser	28.50
J. Ryland Taylor & Son	25.00

Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed authorizing the award to the lowest bidder, J. Ryland Taylor & Son.

5. The Council received an offer for printing an additional quantity of vouchers at a reduced rate if the Council desired to increase its recent purchase order. The Council found that the order given would be sufficient for the present.
6. The Building Inspector, Mr. Hastings, reported he had investigated the sidewalk conditions along New York Avenue and found some in need of repair. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the Building Inspector to notify the owner of such sidewalk that they should be replaced or repaired within two weeks.
7. All other business was ordered withheld until the next regular meeting of the Mayor and Council to be held November 9.

The meeting adjourned at 2:15 P.M.

APPROVED:

Nov. 9, 1942
Date

John G. Howie
President of Council
Pro Tem

Clifford H. Duffy
Clerk

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 9, 1942

The Mayor and Council met in regular session at the City Hall on Monday evening, November 9 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, and Claude E. Russell. Councilman Clifford H. Duffy was absent.

1. Police Chief Chatham presented his monthly police car and motor cycle expense report together with his weekly police report which were accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
2. Chief Chatham presented a letter from the American Automobile Association at Pennsylvania Avenue and Seventeenth Street, Washington, D. C. which requested the City's entrance into the Pedestrian's Protection Contest which was to be conducted beginning November 15. The Mayor and Council upon motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed approved the City's entrance into the contest.
3. Chief Chatham presented a request for the purchase of a windshield with apron at \$12.50 and one pair of windshield leg guards at \$5.50 each chargeable to the account # 215.4 for the motor cycle. The Council approved and authorized the purchase.
4. Mr. Arthur Everett Williams together with Mr. Milton Pope came before the Mayor and Council and recommended that the City offer Mr. William P. Pope \$300 as a compromise offer for that proportion of his land which was being used for street purposes on East College Avenue. The Council agreed to consider the proposal later during the evening.
5. Mr. Prag, Harbor Master, reported he had talked with Mr. Raymond A. Weisner about his wharf property and had been informed that he would attempt to straighten the bulge in his dykes. He further informed the Council that the work on Mr. Testa's wharf front property could not be begun before the first of the year.
6. The Building Inspector presented his monthly report for the month of October which shows building permits issued in the amount of \$6,841.00. It was ordered accepted and filed.
7. The Plumbing Inspector, Mr. White, presented his reports for the month of October which showed among other things eight plumbing permits issued and \$10.00 collected in fees. His report was ordered accepted and filed.
8. The Council received an invitation from the employees of the Street Department to attend an oyster roast to be held at the City Barn, Friday evening, November 13.
9. The City Engineer reported he had received a request to purchase an unused supply of barbed wire the City had on hand. The Council decided it would not be wise to sell this wire and therefore would not offer it for sale.

10. The City Engineer presented a contract between the Mathieson Alkali Works and the Mayor and Council covering the City's chlorine requirements for a year. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving the contract and authorizing it signed by the proper officials.
11. The City Engineer read a letter from the Headquarters Third Service Command, Baltimore, Maryland, signed by Albert J. Steinhart, Lieut.-Col., A.G.D. The letter requested information on the operation of the post exchange at the County airport.
12. The City Engineer also read a letter from the Headquarters Army Air Base, Drew Field, Tampa, Florida, which requested information on the airport.
13. Superintendent of the Water Department drew the Council's attention to advertisements being made throughout the country requesting consumers to be careful of water leaks in order to save the use of strategic materials. The Superintendent was requested to secure additional data together with cost and present it later to the Council.
14. The City Engineer presented a copy of a letter written to ^{Hervey} Henry F. Law, Supervisor of Airports, CAA, Box 636, Jackson Heights, Long Island. A copy of the letter was ordered attached to the minutes.
15. The City Engineer presented copies of agreements executed in duplicate between the Red Star Motor Coaches, Inc. and the Mayor and Council of Salisbury relative to the storm water drainage on East Main Street to be constructed on or near their property. The Council upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed authorized the proper City officials to sign the agreement in behalf of the Mayor and Council.
16. The Council also presented a letter from Miss Laura Wailes relative to a bill for the City's share in the cost of repairing its Mill Street B & E siding.

The Council ordered the matter referred to the City Solicitor for investigation and report.
17. The City Engineer presented an application for project authorization Form No. WPA 301-R which was filled out in the following manner:

WPA allotment	\$455,848.00
CAA allotment	942,670.00
Sponser's allotment	36,482.00
Total	\$1,435,000.00

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor to sign the above

document.

There was also presented WPA Forms No. Pd 143, an estimate sheet No. WP-3941 made up in twenty pages. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed instructing the City Engineer to sign the estimate sheets.

18. The City Engineer reported the receipt of a letter from Mr. John W. Downing in which he was advised that it would be agreeable for the City to place a concrete step at the sidewalk entrance to his North Division Street property and to grade the lawn where it abutted the sidewalk.
19. There was also presented an application for funds from the Federal Works Agency which were forwarded by Mrs. Pillsbury which was an application for a contribution of Federal funds providing for the community service center. The Federal contribution was to come from funds provided by the Lanham Act. The matter was referred to the City Solicitor for study and report.
20. The City Engineer presented a project proposal prepared for the local public nursery.

The City Engineer was instructed to secure more information on the proposal.

21. Mayor I. Virgil Hitchens called the Council's attention to a request of Mr. Joe Hearn that the City replace the sidewalk in front of his North Division Street property which was removed some years ago in order to lay water mains across his property.

The City Engineer was instructed to look into the matter and make a report at a later time to the Council.

22. The Mayor also brought a request from Dr. Sembly on Church Street for the City to repair that part of his property on the Church Street side of the By Pass. The President of Council appointed a committee composed of the Mayor, Councilmen Howie and Russell together with the City Engineer to investigate the request and to report back to the Council.
23. Vouchers No. 18819 to 18866 with the exception of Vouchers No. 18823 to 18826 inclusive were read, approved and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
24. The minutes of October 26, 1942 were read and approved with the exception of Resolution No. 16 which was authorized amended to the effect that the matter was referred to the Traffic Commission.

November 9, 1942

The minutes of the special meeting of November 2 were read and approved and Councilman Howie as President pro tem of that meeting was authorized to sign the minutes upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed.

25. A letter was received by the Mayor and Council relative to the condition of the bridge on the Snow Hill Road at East Main Street from a tax payer. It was ordered referred to the State Roads Commission.
26. A letter from Dr. Seth H. Hurdle of the State Health Department was received extending an invitation to attend a meeting to be held at the Watson Memorial Building on Friday, November 13. The Clerk, ^{was} instructed to acknowledge its receipt and advise them that all of those able to attend would be present.
27. A request was presented in behalf of the Koontz Chemical Company, 201 East 22nd Street, Baltimore, Maryland, for payment of a bill dated 11-15-38 in the amount of \$20.00. The Treasurer was instructed to investigate the charge and report back to the Council at the next meeting.
28. The Council considered Mr. Milton Pope's request as discussed earlier in the evening in Resolution No. 4 and the Council upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed agreed to accept the proposal and pay the sum of \$300 provided Mr. Pope would give them a fee simple deed to the property together with an agreement allowing the City or the electric company the privilege of placing the poles in front of the property within the sidewalk line and the placing of the necessary fire hydrants within that line together with the privilege of rounding the corner at the intersection of College Avenue and South Division Street, the exact form of the agreement to be worked out by the City Solicitor and the City Engineer.
29. The Mayor and Council approved the employment of Miss Meta Ruark in the Tax Office.
30. The progress being made in the copying of the assessment reports from the County records was brought to the attention of the Council by the Treasurer together with some suggestions from the County Commissioners office on copying them to the assessment sheets. Council President Gardner appointed Councilman Howie together with the Treasurer as a committee of two to investigate the suggestions and to report back to the Council. The Treasurer at the same time with Councilman Howie was authorized to confer with the County Commissioners and request permission to remove the assessment records from the Court House for transportation to Philadelphia or some other laboratory in order that they might be photographed for photo offset prints if it were later determined that such a plan would be advisable.

November 9, 1942

31. The Mayor informed the Council that Sargeant Talbot Larmore was accepting a position with the railroad and requested a leave of absence without pay. The Council approved of a leave of absence of eight weeks upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.
32. The Mayor for the benefit of those absent at the meeting of October 30 brought up the request of the Fire Department relative to their decrease in the convention fund appropriation. No new action was taken.
33. The Mayor called the Council's attention to the necessity for beginning work on the new legislation which was to be presented to the County delegation for the next session of the Maryland legislature. It was agreed that a meeting would be called, probably beginning Friday, November 20.
34. The City Engineer presented a request in behalf of Wakeman Whayland for an increase in salary due to the added work he was being given. The Council decided they would be unable to grant the request.
35. The Treasurer presented a summary of uncollected taxes as of September 30, 1942 in the total amount of \$59,420.64.

The meeting adjourned at 11:30 P.M.

APPROVED:

Date

11/16/42

W. S. Gorman
President of Council

W. H. Dwyer
Clerk

The County Commissioners of Wicomico County

✓ The Mayor and Council of Salisbury

November 9, 1942

A-6

Mr. Hervey F. Law, Supervisor of Airports
Civil Aeronautics Administration
Post Office Box 636
Jackson Heights
Long Island, New York

Dear Mr. Law:

Your File 1-10
Salisbury Airport
CAA Docket No. 904-18-2

This will acknowledge receipt of the Salisbury Airport layout plan which has been approved by Captain H. C. Person, of the First Air Force, and yourself, as CAA Supervisor of Airports.

Please accept my thanks for your complimentary letter of November 5 expressing appreciation for the cooperation received from the Sponsors of the Salisbury Airport. You may be assured that this feeling is mutual as our common objective is to design and construct a first class airport in Salisbury.

Sincerely yours,

Clark Gardner

City Engineer

CG vg

SUMMARY OF UNCOLLECTED
as of September 30, 1942.

1941	28,592.93
1940	17,979.92
1939	6,922.67
1938	3,676.38
1937	1,229.57
1936	520.06
1935	351.45
1934	120.22
1933	16.79
1932	2.65
	59,420.64

October 9, 1942

Prepared for:

Wade H. Insley, Jr.
Treasurer

CITY HALL - SALISBURY, MARYLAND - OCTOBER 30, 1942

The Mayor and Council met in special session at the City Hall October 30, 1942 at 8:00 P. M. There were present Mayor I. Virgil Hitchens, Councilmen Albin A. Hayman, John G. Howie, and Claude E. Russell. President of Council W. T. Gardner was absent due to the death of his wife.

1. The meeting was called to discuss the Fire Department's annual appropriation and there was present representing the Fire Department Mr. Lit Fields, Reynolds White, Joe Brown, Dryden Colonna and Albert Niblett.

The delegation asked the Council to tell them why their convention fund appropriation had been decreased \$1,000.00.

2. After a several hour discussion the Council agreed to discuss the matter further with the Fire Department and tentatively set the date for Wednesday evening, November 4.

The meeting adjourned at 10:30.

APPROVED:

Date

President of Council

Clerk

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 16, 1942

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night, November 16, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy.

1. The minutes of ^{Nov.} September 9, 1942 were read and approved after amending Resolution No. 22 to read "The Mayor also brought a request from Dr. Sembly on Church Street for the City to repair that part of his property facing Church Street." upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
2. Mr. Peter Linnett came before the Mayor and Council in reply to a letter directed to him by the Harbor Master which instructed him that it would be necessary for him to repair his wharf property. Mr. Linnett advised the Council that he was not able to replace his dyking which would cost in the neighborhood of \$3800.00 and offered as an alternate to give free of charge to the City an approximate depth of twenty feet.

The Harbor Master advised the Council that he had written other wharf front property owners in the same vicinity.

3. Mr. Reynolds White, Mr. Dryden Collonna, Mr. Joe Brown, and Mr. Albert Niblett, all representatives of the Fire Department, came before the Mayor and Council relative to their recent request for an increase in the budget allotment of the Fire Department Convention Fund.

The Council after a brief executive session informed the delegation that they could not change the appropriation for the current year.

4. Police Chief Chatham presented the following reports: weekly daily report; parking violation report; and consolidated monthly report, each of which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

The Chief presented a letter from the Galvin Manufacturing Company relative to the new radio for the Police Department which informed him that there existed no contract between their company and the City of Salisbury since the City did not agree to pay for equipment as shipped within thirty days after delivery. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to authorize the Chief of Police to get quotations from the General Electric Company for a FM police radio and its equipment.

5. The Chief presented a bill for annual membership dues for the period ending October 31, 1943 in the amount of \$10.00 from International Association of Chiefs of Police of 918 F Street, N.W., Washington, D. C. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the payment of the bill.

The Chief brought up the matter of parking conditions on West Church Street especially in front of the Wicomico Garage and talked of conditions, Saturday night, November 14.

6. Mr. J. Howard Johnson, member of the House of Delegates, came before the Mayor and Council in behalf of the residents of Chestnut, North Division and Bush Streets to request that the City replace the light removed from Bell Street. He explained the conditions prevailing which prompted his representation of the group.
7. The Building Inspector had not report to offer.
8. The City Engineer presented a telegraphic communication from Renninger & Graves of Philadelphia containing the following quotation: 8,000 originals 8 $\frac{1}{2}$ " x 11", 1 photostat copy each - \$1,057.90.

The City Clerk was instructed to meet with the County Commissioners and request permission to remove the assessment cards for transportation to Philadelphia for the purpose of photostating if the Council later found it advisable.

9. Mr. Gorman McNamara came before the Mayor and Council relative to parking conditions existing in front of his garage Saturday night, November 14 and explained his views in the matter. After discussion between the Council and Mrs. McNamara and the Police Chief, the Council together with Mr. McNamara and the Chief felt that with the cooperation of all concerned conditions could be remedied without working a great hardship on any individual.

Mr. McNamara then offered Parking Tickets 13721-13724 incl. 13751-13755 incl., 13569-73 incl. together with a parking ticket No. 13809 which was presented by the Police Chief all of which were placed on cars in that vicinity on the night of Saturday, November 14. Councilman Hayman thereupon offered a motion which was seconded by Councilman Howie and duly passed excusing each of the tickets presented.

10. Mr. Fred Grier forwarded a report through the City Engineer that he had located a bell suitable for installation at the Salisbury Fire House, East Side, which the Phillips Bros. would loan for a time. The City Engineer explained that it was Mr. Grier's suggestion that the bell be used for fire alarms and siren for air-raid signals. The Council accepted the recommendation and authorized the change.

11. The City Engineer informed the Council that there would be required approximately 60 feet of sidewalk if the Council replaced the walk as required by Mr. Joe Hearn of North Division Street. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed directing the City Engineer to replace the sidewalk providing the City Solicitor could secure a deed for that strip of land involved and at the same

same time authorized the Engineer to add it to the Pocahontas Coal Company's present contract.

12. Councilman ^(Howie) ~~Hayman~~ and the City Engineer reported that they had visited Dr. Sembly's property in order to investigate his recent request and had found that it was hard to recommend a means of remedying the situation in accord with the Doctor's request. The Council later decided that they should offer Dr. Sembly a thousand bricks in order that he might repair the walk as he saw fit. The Council unanimously agreed.
13. The City Engineer reported he had visited the building on Brown Street which was recommended for use in storing Civilian Defense equipment. The Council instructed the Clerk to inform the Building Inspector to visit the Brown Street property and inspect the building and give them an estimate of the cost of the work required to put it in shape for the storage of this equipment.
14. The City Engineer presented a quotation from the Neptune Trident Company on 25 5/8" x 3/4" water meters in the amount of \$11.00 each, freight allowed Salisbury. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Superintendent of the Water Department to purchase the above mentioned water meters. ✓
15. The City Engineer read a letter from the Congressman Ward relative to Federal funds which might be used for the construction of a public nursery in Salisbury. The letter among other things said in part that there might be a possibility of securing these federal funds.

The City Engineer also was authorized to secure additional information on the possibility.
16. The Superintendent of the Water Department presented a financial report on operations of the municipal water department for the month of October 1942. The report was authorized accepted and filed.
17. The Council upon motion offered by Councilman Russell, seconded by Councilman Howie and duly passed authorized a series of advertisements on conserving water to run for twelve weeks at the cost of \$46.08. ✓
18. The City Engineer informed the Council that Mr. James Bennett of the Board of Education had requested that he be forwarded a copy of the recent agreement between the Board of Education of Wicomico County and the Mayor and Council of Salisbury and that they would forward to the City in a short time a copy of the easement described in this document.
19. The Council informed the City Engineer that it would be agreeable to install the traffic lights at Church Street and the By Pass and Baltimore Avenue and the By Pass.

November 16, 1942

20. Voucher No. 18869 to 18892 inclusive were read, approved and authorized signed upon motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
21. The Clerk presented a letter from Charles H. Zwicker of 11 Broadway, New York, requesting an opportunity to bid on the next City's annual audit. The Clerk was authorized to advise Mr. Zwicker that the present audit was now under contract and that he might be able to offer a bid in the future.
22. The City Treasurer reported that he had been unable to find any record of payment to the Koontz Chemical Company other than the \$10.00 on a \$30.00 bill which Koontz had claimed. The Mayor and Council instructed the Treasurer to prepare a check for the balance.
23. A letter from the Standard & Poor's Corporation of 345 Hudson Street, New York, was received which requested a copy of the annual financial report of Salisbury for the year 1941-1942. The Clerk was instructed to acknowledge its receipt and advise them that they would be furnished one if it were available upon the completion of the audit.
24. A request was presented in behalf of the public library for their donation of \$150.00 Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the payment of the budget amount.
25. A letter from the State Tax Commission signed by Albert W. Ward was read which informed the Council that the Commission concurs in the County Commissioner's approval to have this work done in the manner described provided the assessment cards would be transported to and from Philadelphia by an employee of the Commissioners or by the Supervisor of Assessments. The Commission takes the view that the cards referred to are original records and should not be released from the custody of the Board of County Commissioners. (This refers to a request to remove the 1943 assessment cards for the purpose of having them photostated in Philadelphia in order to save the necessity of copying by hand each individual card.)

The meeting adjourned at 12:30.

APPROVED:

Date

11/23/42

W. S. Garrow
President of Council

W. H. Dinsley
Clerk

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening November 23 at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie and Clifford H. Duffy.

1. Miss Matthews came before the Mayor and Council to explain the makeup of the project proposal for the nursery to be sponsored by the Mayor and Council.
2. Chief Chatham presented his weekly log which was ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

Chief Chatham presented quotations on a radio for the Police Department from the General Electric Company of 1405 Locust Street, Philadelphia, Pennsylvania, signed by Mr. P. Morrow in the total amount of \$1,828.07.

In this connection the City Solicitor also read a letter from the Galvin Manufacturing Company signed by Mr. R. Floud McCall giving the City a counter proposal on a new police radio.

The City Solicitor was authorized to notify the Galvin Manufacturing Company that their order for a radio had been rescinded.

3. The Building Inspector reported he had inspected the property on Brown Street which was being considered for the storage of defense supplies. He informed the Council that in its present condition it was not very safe for storage of valuable materials and that it would probably cost \$1,000 to \$1,500 to put it in shape.
4. The Building Inspector was instructed to investigate the possibility of moving a street light on Wilson Street in order to more evenly distribute the light.
5. The Council instructed the City Engineer to place on the By Pass traffic light at its intersection with Baltimore Avenue a time clock in order to cut off the light between the hours of 6:00 A.M. and 6:00 P.M.
6. The City Engineer reported that three skid pumps and 1800 feet of $1\frac{1}{2}$ " fire hose had been shipped to the City as part of the Civilian Defense equipment.
7. Mr. John L. Morris came before the Mayor and Council to discuss the City's dimout.

The City Engineer read a letter on "Regulations governing the control of artificial lighting" the coastal dimout area within the Third Service Command- Pennsylvania, Maryland, and Virginia" from Maj.-Gen. Milton A. Reckord.

Mr. R. R. Jefferson representing the Eastern Shore Public Ser-

vice Company also came in for the purpose of discussing the above mentioned order.

8. Mr. C. L. Dickinson of the Traffic Commission came before the Mayor and Council to discuss the dimming out of traffic lights. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to adopt the recommendations of the Traffic Commission that all traffic lights be painted out to leave only a cross showing.
9. A proposal to change Poplar Hill Avenue from a through street in order to make Isabella Street a through street was discussed. The matter was ordered referred to the Traffic Commission.

Mr. Dickinson advised the Council that the Commission was now studying the proposal to dispense with meters in front of the County Dispensary. He also advised the Council that they might suggest some traffic regulations for city, inter-city, and inter-state buses. He further recommended that the spaces for bus stops in front of Liebovitz be enlarged to provide for three buses.
10. In order to comply with the regulations governing the control of lights by Maj.-Gen. Records, Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed ordering the fires at the dump to be extinguished.
11. For the purpose of complying with the above mentioned order of Maj.-Gen. Records the President of Council appointed a committee composed of the Mayor and Council to meet Wednesday at 1:00 to further study the order and to comply with its directions.
12. The City Engineer was authorized to paint the headlights of all of the City's equipment to comply with the Maj-Gen.'s orders.
13. The City Engineer reported that the bell loaned the East Side Fire Company by Phillips Brothers was not large enough to be satisfactory. The City Engineer was instructed to investigate the possibility of securing a larger bell.
14. The City Engineer read a letter he had written to Lieut. Groff of Camp Somerset relative to the public water supply of Salisbury, Maryland. A copy of the letter was ordered attached to the minutes upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
15. The City Engineer read a letter from the Southern Materials Corporation which asked that the City restore the asphalt surface of Wicomico Street.

The City Engineer was instructed to advise the firm that the

November 23, 1942

City would place the surface on the street if the company could obtain the required amount of asphalt.

16. The City Engineer read a letter from Mr. Wilson T. Ballard of the State Roads Commission which advised him that forms must be filled in for all new or proposed street work. The City Engineer was authorized to secure the required forms.
17. The City Engineer presented a request from the American Water Works Association for some information on the municipal water system.
18. The City Engineer reported he had received a call from Radio Station WBOC asking about an advertising program through their station. The City Engineer was instructed to secure more data and report back later.
19. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the Mayor to sign a project proposal of the Federal Works Administration OP No. 365-1-25-1-001 relative to the nursery which was discussed in Resolution 1 earlier in the evening.
20. The Mayor and Council authorized the placing of PL & PD, F & T insurance on a Dodge truck now being put in running condition for the Water Department.
21. Ordinance No. 490, an ordinance repealing Section 4 of Ordinance No. 431 entitled, "An ordinance establishing meter water charges, flat water rate charges, etc." was introduced and Councilman Russell offered a motion which was seconded by Councilman Hayman approving the ordinance for its first reading and ordering it posted.
22. The City Solicitor presented a deed to transfer a parcel of land remaining on the By Pass to Sarah E. Mitchell which transfer was part of an agreement in connection with the By Pass purchase of land. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City's signature to the deed contingent upon a receipt of bond from Mrs. Sarah E. Mitchell.
23. The minutes of November 16 were read and after authorizing an amendment to Resolution No. 10 & 12 were approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.
24. Vouchers No. 18893 to 18924 inclusive were read, approved, authorized signed and paid upon a motion offered by Councilman Russell and seconded by Councilman Hayman, and duly passed.
25. The Mayor and Council received a letter from the Salisbury Fire Department signed by George R. Turner, Jr., Secretary, which was ordered attached to the minutes.

26. The City Treasurer presented a bill in favor of Salisbury Iron and Steel Scrap in the amount of \$165.40 for structural steel delivered to Water Works. The Treasurer was authorized to pay the bill from the Water Department's tool house account. ✓
27. In order to hasten the copying of the new 1943 assessments the City Clerk was authorized to employ two additional typists when necessary. ✓
28. A request from Mrs. Hayman residing on William Street for the use of 1 of the garages at the Adkins' property was presented. The Clerk was instructed to inform Mrs. Hayman that since the City wanted to dispose of the property at an early date they felt they could not authorize use of the garage.
29. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the City Engineer to construct a wall along the By Pass side of the Dale Adkins' property. The cost of it was not to exceed \$300.00. ✓
30. Mayor I. V. Hitchens explained the receipt of a letter from Leon Henderson of OPA which directed him to urge a cut in the municipal use of gasoline together with a cut in private use.

The meeting adjourned at 12:30 P.M.

APPROVED:

Date

11/30/42

W. S. Gorman
President of Council

W. C. Dwyer
Clerk

SALISBURY BATTERY COMPANY

605 WEST MAIN STREET
TELEPHONE 151

SALISBURY, MD.

11-19-42

Mayor & Council

Gentlemen

The Fire Dept has asked me to
notify you that they will not accept
the \$2,000. left, of our convention fund,
and that they intend to employ some other
method of raising the money

Yours Truly
Salisbury Fire Dept.
Jesse R. Turner Jr. Sect.

City of Salisbury



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

MARYLAND

November 19, 1942

TO: Lieutenant Groff, Camp Somerset
FROM: Clarke Gardner, City Engineer
SUBJECT: Public Water Supply, Salisbury, Maryland

1. Map attached shows location of wells, pumping stations, reservoir, suction and force mains. This map designated as "Proposed Improvements -- Municipal Park", dated December 1, 1939 and numbered P-39-48.
2. The public water supply is composed of five (5) 18-inch I.D. Concrete Casing Wells and two (2) 24-inch O.D. by 12-inch I.D. Steel Casing Gravel Packed Wells.

(a) Depth of Concrete Casing Wells --
Well No. 1, 58 feet; Well No. 2, 57 feet;
Well No. 3, 43 feet; Well No. 4, 48 feet; and
Well No. 5, 60 feet.

(b) Depth of Steel Casing Gravel Packed Wells --
Well under Pumping Station No. 2, 60 feet; and
Well under Pumping Station No. 3, 61 feet.

All depths are based upon a distance below an average ground elevation of Plus 6.00 above sea level.

3. Capacity of Wells:

(a) Combined capacity of concrete casing wells, Nos. 1 through 5, is approximately 2400 g.p.m. with an average drawdown of 20-feet.

(b) Combined capacity of the two steel casing gravel packed wells is approximately 2000 g.p.m. with an average drawdown of 36-feet.

Average static water level in wells is elevation Plus 2.00 above sea level.

4. Pumping Equipment:

(a) Pumping Station No. 1:

(1) Three horizontal centrifugal pumps lift water from

wells to aerator. Pumps have a measured capacity of 1190 g.p.m., 1700 g.p.m., and 2220 g.p.m., operating under a total dynamic head of 33.29 feet, 37.45 feet, and 42.72 feet, respectively. These pumps are powered by electric driven motors having Horse Power of 15, 25 and 40, respectively, operating at a speed of 1160 r.p.m.

- (2) Three horizontal centrifugal pumps take water from the low-level reservoir to the distribution system. Pumps have a measured capacity of 1110 g.p.m., 1600 g.p.m., and 2850 g.p.m., operating under a total dynamic head of 105.96 feet, 109.65 feet, and 113.18 feet, respectively. These pumps are powered by electric driven motors having Horse Power of 40, 60, and 100, respectively, operating at a speed of 1750 r.p.m.
 - (3) Two deep well turbine pumps lift water from wells to aerator. The pumps have a measured capacity of 800 g.p.m. and 1000 g.p.m. operating under a total dynamic head of 60 feet. These pumps are powered by electric driven motors having Horse Power of 20 and 25, respectively, operating at a speed of 1750 r.p.m.
5. Diesel Engine Stand-by Unit: In case of power failure, a Diesel engine stand-by unit is used to generate electrical energy for the pumping equipment. Detailed information on this equipment was furnished you personally by the Plant Operator at Pumping Station No. 1.
 6. Low-Level and Elevated Water Storage:
 - (a) Underground storage is provided to the extent of 550,000 gallons by a low-level reinforced concrete reservoir located adjacent to Pumping Station No. 1.
 - (b) Elevated storage is furnished by steel tanks on steel towers at three fixed locations in Salisbury, the tanks having capacities of 80,000 gallons, 200,000 gallons and 300,000 gallons, respectively.
 7. Water Treatment: All water is treated by lime, chlorine and ammonia prior to being pumped in the distribution system. Bacteriological, chemical and physical analysis will be furnished upon request.
 8. Comments: The present water pumping system of Salisbury is capable of producing 6 M.G.D. The average requirements are approximately 1.5 M.G.D. with maximum water consumption during the Summer months reaching 3 M.G.D. This means that water consumed for Domestic and Industrial use, including fire fighting purposes, based on an estimated connected population of 15,000 persons, has not exceeded 3 M.G.D. as a maximum; which leaves a surplus of 3 M.G.D. available for other purposes.

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 25, 1942

The Mayor and Council of Salisbury met in special session at the City Hall Wednesday, November 25, 1942 at 1:30. The following members were present: President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell and Clifford H. Duffy. Mayor I. Virgil Hitchens was unable to attend.

1. The Council met for the purpose of discussing the new dimout regulations provided for this area. There were also present Mr. Bruce Wilson, and Mr. Robert Jefferson to discuss the best method of dimming out the street lights. At the conclusion of the meeting it was arranged that the Eastern Shore Public Service would quote the City a price on a type of lamp shade which would meet the dimout requirements.
2. The Council decided to have the City Solicitor check the lighting contract of the Eastern Shore Public Service Company in order to ascertain the possibility of reducing the candlepower in the street lights and the electric bill in a corresponding manner.
3. The Council then considered the best method of arranging for a dimout at the City Hall. After some discussion as to the best method the matter was referred to the Building Inspector for handling. The Council then adjourned to meet at the City's water plant where they discussed the best method to dim out that building. It was likewise decided by the group that the matter be referred to the Building Inspector for his handling.

The meeting adjourned at 3:00 P.M.

APPROVED:

Date

11/30/42

W. T. Gardner
President of Council

Clerk

Clifford H. Duffy

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 27, 1942

The Mayor and Council of Salisbury met in special session at the City Hall on Friday evening, November 27, 1942 at 8:00 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie and Clifford H. Duffy.

1. The Council discussed legislation which they might consider offering the County delegation for the next session of the Maryland Legislature. Some matters were referred to the City Solicitor for further study.
2. The Council authorized the purchase by the Water Department of a mimeograph machine from the Bethesda Methodist Church in the amount of \$116.00 upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed. They at the same time authorized that the old mimeograph machine be offered for sale. ✓
3. The City Engineer informed the Council that Mr. David Lynch had requested employment in the street force of the City. The Council was of the opinion no new help was necessary.
4. Miss Sara Wailes of the Salisbury Building & Loan Association forwarded a request together with a letter from the War Production Board in which she requested water service for her property on Delaware Street.

The Council referred the request together with the letter from the War Production Board to the City Solicitor for his handling.

5. The City Engineer was authorized to change a letter he was directed to write to the Southern Materials Corporation to read that the City was unable to secure the necessary material to fix Wicomico Street instead of reading as first directed that the City would make the improvement if the firm would furnish the asphalt.

The meeting adjourned at 11:00.

APPROVED:

Date

11/30/42

W. T. Gardner
President of Council

Clerk

Wade H. Duffy

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 30, 1942

The Mayor and Council of Salisbury, Maryland met in regular session at the City Hall Monday night, November 30 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

Miss Audrey Stewart together with her high school class attended the Council session.

1. The minutes of November 23 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
2. The minutes of November 27, 1942 were read, approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
3. The Harbor Master made a short report.
4. The weekly police log was presented, accepted and ordered filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
5. The Chief presented a letter written to the Galvin Manufacturing Company notifying them that the City had rescinded their recent order together with a receipt of registered mail signed by their firm.
6. Police Chief Chatham presented a quotation from the General Electric Company for a FM radio equipment for the Police Department in the total amount of \$1,828.07 plus \$202.00 additional for an emergency power plant making a grand total of \$2,030.07. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Chief of Police to place an order for this equipment with General Electric.
7. The Building Inspector reported he had checked Wilson Street and found no light there and therefore there was no light to move.

The Building Inspector was authorized to contact the Eastern Shore Public Service Company and ask for more information relative to credits shown on the street light bills.

8. Ordinance No. 490, an ordinance establishing meter water charges, flat water rate charges, together with rates applicable to other fixtures and regulations for the sale of and consumption of water, etc. , was read for its final reading and Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed for its final approval.
9. The City Solicitor reported that the deed to the City's lot on Mill Street contained a covenant that owners of lots 1, 2 & 3 shall share equally in the maintenance of the B & E siding. This advice was offered at the request of the Council

to substantiate the payment of the City's share of siding repair costs.

10. The City Solicitor reported on the electrical contract with the Eastern Shore Public Service Company and referred to one part in particular which said that the company shall furnish all poles, brackets, lights, etc. for the street lights. He reported further that the contract seemed to show nothing that would lead anyone to believe the City was required to furnish any part of the service or equipment.

~~He was authorized to take the matter up with the electric company.~~

11. Mayor I. Virgil Hitchens read the following telegram:

November 26, 1942

To the Mayor, Salisbury, Maryland, U.S.A.

Citizens of Salisbury, England, send Thanksgiving Day greetings to citizens, Salisbury, Maryland.

Clarke, Mayor

Councilman Hayman offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Mayor to sign an appropriate reply to the telegram.

12. The City Engineer read a letter from Congressman D. J. Ward in which he said he had written representatives of the Army and Navy requesting them to examine the airport and to investigate the possibilities of an arrangement toward negotiating the lease of the airport property.
13. The City Engineer presented a contract from the Mathieson Alkali Works for the City's requirements of ammonia at sixteen cents per pound. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the Mayor to sign for the City.
14. The City Engineer presented a letter from J. R. Weeks, meteorologist, Baltimore, asking the City Engineer to fill in a report and send him photographs if possible on the new weather station established in Salisbury since his department was no longer able to visit the city and secure the report personally.
15. The City Engineer presented quotations from the American Optical Company on the following:

6 pairs of Duro walls	\$1.50 each
6 pairs of clear walls	1.50 each
Asbestos blankets 6 x 8	12.00 each
Asbestos blankets 6 x 4	6.00 each

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to authorize the City Engineer to purchase three pairs of Duro wall glasses at

\$1.50 per pair.

16. The City Engineer informed the Council that Colonel Barrett had informed him that he expected to make an early visit to Salisbury to inspect the dimout work.
17. The Mayor presented a letter from the Aladdin Sign Studio of 712 Madison Avenue, Baltimore, which offered a lot of black paint for sale.
18. Vouchers No. 18925 to 18957 inclusive were read, approved and ordered signed upon a motion made by Councilman Hayman, seconded by Councilman Russell and duly passed.
19. The Council received a letter from the Director of the Wicomico County Council of Civilian Defense which requested both the County Commissioners and the Mayor and Council to make an appropriation in order to take care of approximately \$1100.00 which they now held in accumulated bills.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing a voucher in the amount of \$550.00 be drawn as the City's share of that appropriation.
20. A letter from Mrs. Bessie Crisp of 106 Cooper Street in which she advised the Mayor and Council that there was a balance of \$2.00 due on papering the North Division Street property in which Mrs. Dove resided. The Mayor and Council found that they had not authorized the work and therefore could not pay the bill.
21. A letter from the Wimbrow Oil Company was received which asked that his name be placed on the list of dealers supplying oil and gasoline to the City.

The Council authorized the Clerk to inform him that his name would be added and that he would receive his share of the orders.
22. The Mayor and Council called a special meeting for Friday evening, December 4 at 8:00.
23. The Minutes of November 25 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.
24. Chief Chatham informed the Council that Robert W. Dallas had been issued a parking ticket dated 11-27-42, Ticket No. 13269.

He explained he had been advised informally that it would be taken to Court if he were summoned for appearance. The Council instructed the Chief to follow the matter through as far as it was necessary whether it went to court

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Page #4
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or not.

The meeting adjourned at 9:45.

APPROVED:

12/7/42
Date

W. S. Gorman
Pres. of Council

Wade H. Moly
Clerk

CITY HALL - SALISBURY, MARYLAND - DECEMBER 4, 1942

The Mayor and Council of Salisbury met in special session at the City Hall Friday evening, December 4, at 8:00 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell with Councilman Clifford H. Duffy absent.

1. Voucher No. 18558 drawn in favor of John W. Downing, Treasurer Civilian Defense of Wicomico County in the amount of \$550.00 was read, approved and authorized signed upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.
2. The Mayor and Council reviewed progress of the new assessment work and studied the sheets and binders being used. Since it was apparent that a quantity of new binders were necessary the Clerk was instructed to secure bids on at least two different qualities of binders.

The meeting adjourned at 10:30.

APPROVED:

Date _____

W. T. Gardner
President of Council

W. A. H. Duffy
Clerk

CLASS OF SERVICE
 This is a full-rate telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

1201

SYMBOLS	
DL	Day Letter
NLT	Overnight Telegram
LC	Deferred Cable
NLT	Cable Night Letter
Ship Radiogram	

A. N. WILLIAMS
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

(33)

The time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

PB16 19 VIA RCA=CD SALISBURY NOV 26 NLT

MAYOR =SALISBURY MARYLAND USA=

1942 NOV 30 AM 7 39

CITIZENS OF SALISBURY ENGLAND SEND THANKSGIVING DAY GREETINGS
TO CITIZENS SALISBURY MARYLAND=

CLARKE MAYOR.

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

CITY HALL - SALISBURY, MARYLAND - DECEMBER 7, 1942

The Mayor and Council of Salisbury, Maryland met in regular session at the City Hall Monday night, December 7 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie with Councilman Clifford H. Duffy being absent.

1. The minutes of November 30th were read and approved upon a motion offered by Councilman Hayman; seconded by Councilman Russell and duly passed after deleting a section of Resolution 10 which said the City Solicitor was authorized to take the matter up with the Electric Company.
2. The Harbor Master presented letters he had written to Mr. George Chandler, to Mr. Hilary Taylor, to Mr. P. W. Triplett, Superintendent Pennsylvania Railroad Company, Cape Charles, Virginia, and to Mrs. Esther Feldman, all in reference to repairing the bulkheads along the Wicomico River.

The Council received the letters and authorized them placed on file.

3. Police Chief Chatham presented his daily reports, together with his report of police car and motorcycle expenses and his parking violations report which were all ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

The Chief presented a letter from the General Electric Company which informed him that the power pack which they had quoted on to supply with new police radio equipment was no longer available and that they could furnish a Kohler electric plant if it were desired. The Council decided they preferred not to accept the Kohler plant and would wait to see if the former Power pack equipment could be found elsewhere or supplied at a later date.

4. The Building Inspector, Mr. Hastings, presented his monthly report which showed 21 permits issued during November. It was ordered accepted and filed.

He further reported that he had investigated exits of all theatres in the city and found they were equiped with panic bolts.

5. The City Solicitor reported that Fire Houses #1 and 2 were both titled in the name of Mayor and Council of Salisbury.

He reported he was unable to find titles to the Fire Dept. equipment in the City's possession. The Mayor and Council authorized him to apply for new titles.

6. Mr. Oscar Smith came before the Mayor and Council to request water service for his property on Delaware Street. He was told that the City could no longer make water service extensions, and he thereupon requested permission to secure water from the adjoining property, tapping their service inside of the property line. The Council advised him to be sure first that this would be suitable to the adjoining property owner, and if so, they would consider his request at a later meeting.

December 7, 1942

7. Mrs. Pillsbury and Mrs. Davis, representing the Wicomico County Service Men's Recreation Center, came before the Mayor and Council and informed them that funds were available under the Lanham Act to provide for community service centers, such as theirs, and requested the Mayor and Council to sponsor an application for Federal funds for the maintenance and operation of their unit on Camden Ave.

Mrs. Pillsbury presented a report of receipts and disbursements for the period from March 6 to December 7, 1942.

Mrs. Pillsbury explained further that she had prepared a tentative budget in the amount of \$5,286.00 for the six month period from January 1 to July 1, 1943 and suggested that the application for a contribution apply for at least this amount of money.

The Council informed the delegation they would consider it later in the evening.

8. The City Engineer presented a letter from the Civil Aeronautics Authority, written by Albert H. Wessel, asking the City Engineer what steps were being taken to remove the obstructions at a 40 to 1 ratio from the approaches to the runways at the airport.

Councilman Russell offered a motion, which was seconded by Councilman Hayman and duly passed, authorizing the City Engineer to inform the C.A.A. that a survey would be made to determine the obstructions which would be within this area, subject, however, to concurrence by the County Commissioners.

9. The City Engineer presented Purchase Order #L63 issued to the Elgin Sweeper Company of Elgin, Illinois, for material needed to repair the street sweeper. Councilman Hayman offered a motion, which was seconded by Councilman Russell and duly passed, approving the purchase order and authorizing the Mayor to sign a priority statement on it.
10. Purchase Order #L62 was presented, drawn to McClung-Logan Equipment Company, for a list of repair parts. This purchase order superceded Purchase Order #L61 and was authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.
11. City Engineer explained the need of repairing a transit used at the airport and explained further that Mr. Hershey of the W.P.A. office had extended them their preference rating. The Council thereupon approved the repairing of the instrument and authorized the Mayor to sign the priority rating on the order to the Warren-Knight Company of Philadelphia.
12. The City Engineer presented a request for a small amount of Luminous paint for use on fire hydrants. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed, authorizing him to purchase one quart of this material.

December 7, 1942

13. City Engineer presented an invitation to the Mayor and Council to attend a dinner meeting of the Kiwanis Club Tuesday evening in order to hear Col. Barrett, Col. Renninger, Col. Resni Koff, and Judge Robert France.
14. City Engineer presented a request from Twilley and Hearn for an adjustment of a recent water bill. The matter was referred to the Superintendent of the Water Dept.
15. Vouchers #18959 to #18986 inclusive were read, approved, and authorized paid upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
16. In the absence of the Plumbing Inspector, a written report submitted by him on the work of the plumbing division was received and ordered filed, together with a report on his activities with the Water Dept.
17. A letter from Civil Service Commissions, dated December 4th, was presented, which informed the Council that they had discussed the Council's recent letter and would offer their suggestions in the very near future.
18. A bill from William P. Brown in the amount of \$1,239.79 was presented to the Council for the construction of a tool house in the City park. The Treasurer was authorized to prepare a voucher in payment of this bill from the General Fund. ✓
19. Mr. James Stewart came before the Mayor and Council and requested them to sponsor a colored nursery school, which was proposed to be located on City property on Lake Street. He further explained that funds could probably be obtained through the recent Lanham Act and that there would be no cost to the City.

Councilman Russell offered a motion, which was seconded by Councilman Hayman and duly passed, to authorize the City to make application for a grant under the Lanham Act for such a project.

20. City Engineer called the Council's attention to the necessity of removing some poor soil from the surface of the runways before graveling of the surface was begun, explaining that it was an important issue. After discussing the matter, Councilman Hayman offered a motion, which was seconded by Councilman Russell and duly passed, authorizing the City Engineer to go on record by informing the W.P.A. of the Council's actions.
21. Councilman Howie offered a motion, which was seconded by Councilman Hayman and duly passed, to authorize the Mayor and Council to act as sponsors in the application for Federal funds under the Lanham Act for the maintenance and operation of the Service Men's Recreation Center in Salisbury. The motion was passed with the ammendments

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December 7, 1942

added that it was to be understood that there was no cost in this connection to be born by the City, that the application for funds was to be based only on their certified budgetary requirements for the six months period from January 1 to June 30, 1943 inclusive, that no expenses other than those shown in the budget would be incurred without the prior approval of the Mayor and Council and the operating committee, subject further to the understanding that no expenditure would be made without approval of the Mayor and Council, together with whatever further requirements the Mayor and Council felt might be necessary as the project further unfolded.

There being no further business, the meeting adjourned at 11:30.

APPROVED:

Date

12/14/42

W. J. Garvey
Pres. of Council

Wade H. Indley
Clerk

REPORT OF RECEIPTS AND DISBURSEMENTS
of the
WICOMICO COUNTY SERVICE MEN'S RECREATION COMMITTEE

March 6, 1942 to December 7, 1942

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RECEIPTS

Donations from individuals, corporations, partnerships and organizations 3/6 to 8/26		\$1,051.69
Tag Day Sales		155.11
Sigmund Spaeth Concert		15.96
Sale of MacArthur buttons		479.89
Benefit basket ball game (Eastern Shore basket- ball league)		21.06
From 1942 USO Campaign		3,000.00
Bridge lectures at Benjamins		20.40
Contributions 8/26 to 12/7:		
Junior Service Club	\$40.00	
Junior Wicomico Women's Club	4.00	
Miscellaneous received at the Center	36.64	
Misc. from individuals, breakfast club, etc.	18.40	
Garden Club	10.00	109.04
From Telephone Campaign		71.94
From Local Food & Grocery Distributors of Wicomico County		34.10
Rebate from R. D. Grier & Son for furnace castings		10.46

TOTAL RECEIPTS

\$4,969.65

DISBURSEMENTS

Capital Expenditures

Wiring, labor and material for cleaning, decorating and painting	\$ 283.66
Linens, washcloths, towels, pillowcases	91.95
Blankets	227.40
Cots and mattresses	152.45
Two 50-gallon drums	10.00
Boiler, labor, equip.	324.72
Cartage for moving two sections of boiler	20.00
Miscellaneous:	
Kitchen equip. and supplies	\$ 10.00
Setting up pool table	5.50
WBOC expenses for dedication	13.73
Stenographic expenses	4.91
Installing water heater	132.35
Cartage for moving beds, installing light fixtures, etc.	3.39
	<u>169.88</u>

Total Capital Expenditures

\$1,230.06

Operating Expenses

Coal	385.04
Oil	14.00
Electricity	70.70
Gas	20.39
Ice	55.00
Office Supplies	10.50
Salaries	812.49
Petty Cash Expenditures	31.34
Plumbing Repairs	4.45
Stationery	24.00
Insurance	9.00
Groceries	122.97
Water Rent	3.75
Telephone	16.38
Laundry	215.35
Shuttle cocks and ping pong balls	2.90
Repairs to victrola	8.95
Repairs to lawnmower	4.90
Freight for coal	159.40
Hauling coal	38.50
Miscellaneous	86

Total Operating Expenses

2,010.37

Miscellaneous Disbursements

Cost of MacArthur Buttons	50.00
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Total Miscellaneous Disbursements

50.00

TOTAL DISBURSEMENTS

3,340.93

BALANCE

1,628.72

\$4,969.65

CITY HALL - SALISBURY, MARYLAND - DECEMBER 14, 1942

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, December 14 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilman Albin A. Hayman, Claude E. Russell, John G. Howie, with Councilman Clifford H. Duffy being absent.

1. The minutes of December 7, 1942 were read and were approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
2. The Harbor Master, Mr. Roland Pragg, presented a letter from Mr. P. W. Tripplett, Superintendent of B. & E. Railroad, advising him that they were unable to find anyone to repair their water front property in the rear of Sheppard's and asked that he be patient and they would repair it as soon as they were able. He also presented copies of letters written to the following people advising them that their water front needed repairs to the bulkheads: Mr. A. M. Walls, Mr. T. H. Mitchell, Jr., Mr. Peter Linnett, Phillips Brothers, Larmer Corporation, and Mr. Raymond A. Weisner.
3. The Building Inspector asked the Council for instructions in dealing with the fire hazard in the Wroten Building at the corner of Main and Lake Streets.

The Building Inspector was instructed by the Mayor and Council to write Mr. David Wroten by registered mail with a return receipt and advise him that a fire escape must be constructed for the second floor within thirty days or it would be necessary to padlock the premise.

4. Chief of Police presented his weekly log and his Consolidated Monthly Report which were both accepted and ordered filed upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed. The Chief of Police asked the Mayor and Council if they desired to purchase a new City Directory, informing them that it would be a great benefit to this department. The Council was informed that it had probably already been approved, and the Clerk was instructed to look up the matter in the minutes.

Chief of Police reported the receipt of a telegram from the General Electric Company, advising him that shipment was being prepared for delivery of the radio to the City.

5. Mr. James A. White was authorized to purchase a new gage for the fuel oil tank for the City Hall upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed. He was further instructed to investigate the cost of gas heaters.
6. Mr. James A. White, the Plumbing Inspector, presented a request in behalf of Oscar Smith for water service on a property on Delaware Street which he was now repairing. The Council rendered no definite decision in the matter.

7. The City Engineer presented the following bids on twenty bags of Calcium Chloride and twenty bags of cement:

1. Nock Coal Company
 1. No bid
 2. One hundred bags of cement at \$.72 less \$.02 per bag cash 15 days.
2. Paul V. Downing
 1. Calcium chloride at \$1.80 per bag.
3. Farmers and Planters
 1. Twenty bags calcium chloride at \$1.72.
 2. One hundred bags of cement at \$.70.
4. National Concrete Vault
 1. No bid
 2. One hundred bags of cement at \$.72 per bag less \$.02 for cash 15 days.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed to award the bid to the Farmers and Planters Company, the lowest bidder, for calcium chloride.

Since all quotations on cement were identical, lots were drawn, and the Farmers and Planters Company was selected to receive the award upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

8. City Engineer read a letter from the Hon. D. J. Ward of the House of Representatives, in which he informed the Mayor and Council that he had received a letter from the Chief of Engineers, U. S. Army, concerning the laying of the Salisbury Airport, which letter was accepted and in which he, Major General Thomas M. Robbins, Acting Chief of Engineers, informed Mr. Ward that his request for information was being passed on to the Commanding General of the Army Air Force for his action.
9. City Engineer presented a letter written by Mr. J. Warren Belcher, Jr., Administrator of the Federal Works Agency, in which he informed the Mayor and Council of Salisbury and the County Commissioners of Wicomico that in accord with a directive from President Roosevelt, dated December 4, 1942, the Works Project Administration of Maryland had been instructed to take the necessary action to terminate all projects in this state by February 1, 1943. The letter further advised the Mayor and Council that a representative of his Administration would call on the City in the next few days to further discuss this matter, as it would effect the Salisbury Airport.
10. City Engineer read a letter received from Theis Motor Company advising him that he, Mr. Theis, was ready to use the houses he had moved to 102-104 Calloway Street and requested permission

to install a temporary electric water pump to furnish water since he could not secure service from the City lines. Councilman Howie offered a motion which was seconded by Councilman Hayman approving temporarily this installation.

11. City Engineer reported the receipt of the following certificates of War Necessity, all of which are numbered 2-10-02 Fl49242 Class 001:

State	1942 Lic.No.	Make	Year	Capacity	Type	Body Type
Md.	239694	Inter.	1938	2 T	Truck	Special
Md.	239693	Inter.	1939	2 T	Truck	Special
Md.	278626	Ford	1935	1 1/2 T	Truck	Pickup
Md.		Dodge	1940	3/4 T	Truck	Dump
Md.	239679	Plym.	1940	1 1/2 T	Truck	Pickup
Md.	239695	Chev.	1940	1 T	Truck	Pickup
Md.	286842	Inter.	1942	3/4 T	Truck	Pickup
Md.	284193	Ford	1935	1 1/2 T	Truck	Stake
Md.	239692	Int.	1936	1 1/2 T	Truck	Dump
Md.	239681	Inter.	1937	1 1/2 T	Truck	Dump
Md.	239680	Int.	1936	1 1/2 T	Truck	Dump
Md.	239682	Int.	1940	1 1/2 T	Truck	Dump
Md.	239677	Int.	1940	1 1/2 T	Truck	Dump
Md.	239699	Dodge	1940		Compression	
Md.	F D 10	AmLaFra	1936	2 T	Truck	Pumper
Md.	F D 9	AmLaFra	1934	2 T	Truck	Pumper
Md.	F D 1	AmLaFra	1929	3 T	Truck	Pumper
Md.	F D 3	AmLaFra	1920	3 T	Truck	Pumper
Md.	F D 4	Pierce Arrow	1920	5 T	Truck	Ladder
Md.	F D 7	Federal	1924	3/4 T	Truck	
Md.	F D 5	AmLaFra	1926	3 T	Truck	Pumper
Md.	F D 2	AmLaFra	1916	3 T	Truck	Pumper
Md.	11	Packard	1938	5 T	Ambulance	

Mayor and
The City engineer was authorized to pass each of the Certificates along to the drivers of the equipment with the instructions on how they should be filled out, together with instructions on submitting the information which was required.

12. City Engineer reported that Mr. Bruce Wilson of the Eastern Shore Public Service Company had requested a letter from the Mayor and Council instructing his Company to change the street lights to accord with the dim-out regulations. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed instructing the City Solicitor to write the above mentioned Company directing them to comply with recent regulations at their expense.
13. City Engineer informed the Council that he had been requested to present an offer of \$100.00 from Mr. Charles Skirven for approximately three acres of the land which the City owns bordering Johnson's Pond. The matter was held for further consideration.

December 14, 1942

14. The City Engineer advised the Council that he had received a call from Councilman Duffy on the recent lease of land to Mr. Edgar Porter. The City Engineer explained he had looked into the matter and found the following facts: Under date of Oct. 16 Mr. Edgar Porter had written him a letter requesting an opportunity to lease this parcel of land, and under date of Oct. 19 the letter was presented to the Council, at which time he was authorized to rent it for the highest price obtainable. Under date of Oct. 29 Mr. Edgar Porter forwarded \$25.00 as part payment of the year's rental which was agreed to be \$80.00. He further pointed out that on Nov. 9 receipt #24913 was issued to Sam Dennis for \$25.00 and that under date of Nov. 9 another receipt, #24915, was issued to Edgar Porter for \$25.00, both as part payment on the same parcel of land for the same year. The matter was authorized referred to the City Solicitor for a ruling on further procedure.
15. The City Engineer presented a letter from Mr. J. Warren Belcher, Administrator for the Federal Works Agency, advising the Mayor and Council that the other W.P.A. projects in Salisbury were to be closed out and that a representative would be in Salisbury shortly to discuss the matter further.
16. The City Engineer presented a letter from Mr. R. W. Weeks of the Weather Bureau thanking him for information which he had been furnished.
17. Superintendent of the Water Dept. presented--a letter from John W. Downing quoting a price on a safe for the Water Dept. at \$200.00. President of the Council appointed a committee composed of Councilman Howie and Councilman Russell, together with the Mayor, to consider the offer.
18. The City Engineer read a lengthy letter from the Federal Works Agency advising the Mayor and Council of the Lanham Act and explaining in considerable length the uses to which this money could be put.
19. The Mayor reported the receipt of a telephone call which advised him that two people had fallen into a grease pit in the rear of the Long Building at the intersection of Church and Broad Streets.

The Building Inspector was instructed to write the owner, Mr. Curtis Long, after consultation with the City Solicitor, to advise him that this hazard must be covered in a safe manner to prevent such accidents in the future.

20. The City Engineer also advised that it would be satisfactory to use a desk in the Council Room for temporary Civilian Defense clerical and stenographic work.

December 14, 1942

21. Vouchers #18887 to 18999 inclusive, with the exception of #18988, were read, approved, and authorized paid upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed. Voucher #18988 was authorized marked "Void" in order to be rewritten.
22. The Council received sample assessment binders and bids on various types, one item of which was read.
Willing's
15 Wilson-Jones Autoflex Chain binders, No. 1055X, tan corduroy sides, red leather back and corners, tooled with pure gold, with leather back flap to match, with leather label on top cover, lettered three lines of gold, 16 13/16" X 13 7/8", sheet size, 2 posts 5/16" with 12" center to center @ \$18.60 - - - - \$279.00.

White & Leonard

(15-22) binders to fit 16 13/16" X 13 29/32".

Practical grade A full red Russia and tan corduroy without metal hinge @ \$13.50 each.

Since Willing's quotation included leather back flap to match with leather label on top of cover lettered and White and Leonard's bid did not include that, the Clerk was instructed to get new bids on same type binder from both firms for next Monday night.

23. City Engineer discussed with the Council a letter which had been written to Mr. Albert H. Wessel, District Airport Engineer, Civil Aeronautics Administration, 46 North Cameron Street, Harrisburg, Pennsylvania, dated December 11.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed ordering a copy of the letter attached to the minutes.

24. The Minutes of special meeting of December 4 were read and approved upon a motion offered by Councilman Howie, seconded by Councilman Russell and duly passed.

The meeting adjourned at 11:50.

APPROVED:

12/21/42
Date

W. J. Gamm
President of Council

Wade H. Dingley
Clerk

Pocahontas Coal Co.
Farmers & Planters
E. S. Adkins & Co.
Nock Coal Co.
National Concrete Vault
Paul V. Downing

✓ blind copy to Mayor and Council

December 11, 1942

S-11,1

Salisbury
Maryland

Gentlemen:

Quotations on materials noted below will be received by The Mayor and Council of Salisbury at the City Hall, Salisbury, Maryland, until 8:00 P.M. Monday, December 14, 1942:

Item 1: 20 bags Calcium Chloride

Item 2: 100 (paper) bags Portland Cement

All quotations to include delivery to our Mill Street Yard. The Mayor and Council reserve the right to award separate contracts on Items 1 and 2.

Sincerely yours,

CC vg

City Engineer



DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

COPY

MARYLAND

December 11, 1942

A-6

Mr. Albert H. Wessel
District Airport Engineer
Civil Aeronautics Administration
46 North Cameron Street
Harrisburg, Pennsylvania

Dear Mr. Wessel:

The grading specifications on the Salisbury Airport provided for the removal of unsatisfactory material in the subgrade. We have repeatedly insisted that this procedure be followed and material designated as A-3, or better, be substituted within certain limits.

Our observations indicate there is a fine grain clay formation in certain sections of the subgrade (probably A-6) that is very unstable when wet. There is no evidence to date that the Construction Agency (W.P.A.) is planning corrective measures. If the bank-run gravel and the bituminous paving is placed over the unsatisfactory sections of the subgrade, a resultant failure in the surface will eventually occur.

Under these circumstances the Sponsor's Engineers, who are responsible for the engineering and subsequent maintenance, wish to go on record that we cannot and will not be a party to the present construction methods and procedures now being undertaken at the Salisbury Airport.

This letter is not intended to cast reflection on any person, or persons, but is written for the sole purpose of securing a well constructed airport consistent with economical and sound engineering principles. The Government is spending approximately \$1,400,000 on the Salisbury Airport and we feel that the above condition should be corrected immediately in order to avoid the waste of effort and money which is so vitally needed in the war effort.

Sincerely yours,

City Engineer

CG vg

cc: Mr. C. F. Bornefeld
Mr. H. R. Hershey
The County Commissioners of Wicomico County
✓The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - December 21, 1942

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, December 21, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilman Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The minutes of the meeting of Monday night, December 14th were read and approved except Resolution #11 which was authorized changed to read "The Mayor and City Engineer were authorized to pass each of the Certificates along to the drivers, etc."

2. Chief of Police Chatham presented his daily reports for the week of December 20, which was ordered accepted and filed.

He also discussed some problems of policing being created by the black-out throughout the City..

3. The Harbor Master Mr. Pragg presented a letter he had received from Phillips Bros. advising him that they do not own wharf property in the City.
4. Mr. Hastings, the Building Inspector, advised the Mayor and Council that Mr. David Wroten is now constructing a wooden fire escape for his building on Main & Lake Streets.

The Building Inspector informed the Council that he had completed his part of the application papers dealing with the colored nursery.

5. The City Engineer presented a letter from Mr. W. Edgar Porter which informed the Mayor and Council he would release them from a recent agreement to rent a tract of land on the Wicomico River.

The City Solicitor was authorized to draw a lease between the Mayor and Council and Mr. Sam Dennis leasing him that tract of land near the Wicomico River which was purchased as a sewerage disposal site, subject to a rental of \$50.00 for the current year, the year to be from October to October, if possible, or November to November. The above motion was introduced by Councilman Howie, seconded by Councilman Duffy, and duly passed. ✓

Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed authorizing a voucher to be drawn to reimburse Mr. W. Edgar Porter in the sum of \$25.00 for a recent deposit. ✓

6. The Superintendent of the Water Department presented his Financial Report on Operations of Municipal Water Department for the Month of November 1942 and it was ordered accepted and filed.

The Superintendent recommended that \$8,991.00 be transferred from the Operating Account to Water Dept. Depreciation Reserve Account in order to carry a balance of \$17,000.00 in that account. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to approve the transfer of the requested funds. ✓

Minutes of the Mayor and Council

Page #2

December 21, 1942

7. The City Engineer read a letter which he had written to the Theis Motor Company relative to his request for permission to install electric pumps for furnishing water at 102 and 104 Calloway Street. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the letter and authorizing a copy to be attached to the minutes.
8. The City Engineer explained it would be necessary to purchase a 40 ft. of black iron pipe in order to connect emergency pumps, which had just been received, with the well in the City park, and it would be further necessary to construct a small house to cover this pump.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the purchase and payment for same from the Maintenance Account of the Water Department.
9. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving a \$25.00 voucher for stamps from the Water Department.
10. Since Governor O'Connor had declared December 26, 1942 a legal holiday throughout the State, the Mayor and Council declared a holiday for all City departments for the day.
11. The Building Inspector was instructed to secure prices on a storm front for the City Hall entrance.
12. The Plumbing Inspector Mr. White was authorized to purchase a gas radiator for installation in the Police Department upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed. ✓
13. The Mayor and Council, upon a motion introduced by Councilman Russell, seconded by Councilman Hayman and passed, ordered the City Hall and all other departments to be closed for the holiday period beginning at 12:00 noon the 24th day of December until Monday morning, the 28th.
14. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorized the purchase of a safe for the Water Department, the price of which was not to exceed \$200.00 and to be paid for from the Operating Account of the Water Department. ✓
15. The City Solicitor Mr. Potts presented a deed in favor of L. Atwood Bennett, transferring the residue of the Irene Shores property on Ash Street and the by-pass. This transaction was part of the original by-pass agreement.
16. The City Solicitor reported he had studied the legality of the City's sponsoring a project on Lake Street and recommended that it be called Recreational Center.

December 21, 1942

17. The City Solicitor discussed with the Mayor and Council the Lanham Act, as it might apply to an application for funds for the Service Center in Salisbury. It was explained that the regulations provided that all funds handled by the Center should come into a single fund for disbursement, which fund was subject to periodic audits by U. S. auditors.
18. The Mayor and Council instructed the City Solicitor and the City Treasurer to arrange a meeting with Mrs. Pillsbury and to explain to her the City's views in regard to sponsoring the Service Center.
19. The Mayor and Council ordered that all papers in connection with an application for funds under the Lanham Act for the Recreation Center on Lake Street be passed to the City Solicitor in order that he might study the whole proposal and report back to the Council.
20. President of the Council appointed the Mayor and Councilmen Russell and Duffy, together with the City Engineer, as a committee to investigate prices on an air compressor and battery charger for report and recommendations to the Council.
21. Vouchers No. 19000 to 19022, inclusive, were read, approved, and authorized signed and paid, upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.
22. The Mayor and Council authorized the Building Inspector to offer the Adkins property for rent subject to their approval.
23. The Mayor and Council read bids on binders for the assessment records as follows:

Willing's

Wilson-Jones Autoflex Chain Binders, No. 1055X, Tan Corduroy sides, Red Leather back and corners, tooled with pure gold, with leather back flap to match, with leather label on top cover, lettered three lines of gold, 16 13/16" X 13 7/8". Sheet size, two posts 5/16" with 12" center to center @ 18.60

Less Top Label 1.25
17.35

White and Leonard

Practibilt Grade A Full red Russia and tan corduroy without metal hing with flaps of genuine leather to match binders, each being lettered different in gold for \$3.45 each, making a total of \$16.95.

The Mayor and Council, upon a motion made, seconded, and duly passed, ordered the purchase of 10 binders from each of the companies at the above mentioned prices.

Minutes of the Mayor and Council

Page #4

December 21, 1942

24. The Mayor and Council authorized the purchase of 3,000 new assessment sheets as an addition to their earlier purchase of the same items.
25. The Mayor and Council received a quantity of Christmas cards which were opened and read.

The meeting adjourned at 10:15 P.M.

APPROVED:

12/28/42
Date

W J Gorman
President of Council

Wade H. Dingle
Clerk

December 18, 1942

Theis Motor Company
Delmar Road
Salisbury, Maryland

Gentlemen:

Reference is made to your letter of December 8 requesting permission to install electric pump for furnishing water to properties designated as 102 and 104 Calloway Street.

Due to the fact that Preference Order P-46 limits the extension of water service to individual properties not essential to the war effort, it will be satisfactory to install the electric pump, subject to the following conditions:

1. If the water supply is used for domestic purposes, it must be tested by the State Department of Health and approved by that body.
2. The Owner, Owners, Successors, or Assigns to the above referred to property, must disconnect electric pump and connect to the public water supply of Salisbury as soon as the present limitation orders are removed, permitting the Mayor and Council to furnish water service connections.
3. No cess pool or septic tank can be located within the immediate vicinity until a permit is obtained from the Mayor and Council and the construction thereof is approved.

All of the above work must be constructed in accordance with the provisions of Ordinance No. 332, Plumbing Code of the City of Salisbury, and the water supply and sewage disposal are subject to the provisions of this ordinance and the regulations of the State Board of Health.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

Charles Kauch
City Engineer

CG vg

Dr. Seth H. Hurdle
✓ The Mayor & Council of Salisbury

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, December 28, 1942 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The minutes of the meeting of December 21st were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.
2. The Harbor Master presented a report of cargo tonnage for the month of December in the total amount of 9,490 tons. The report was ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.
3. Police Chief Chatham presented his weekly daily reports which were ordered accepted and filed.

He reported the receipt of a card from the Federal Communications Commission advising him that their application for radio license had been received and had been given the file numbers T1-PP5643 and T1-PP-5644.

4. The Building Inspector, Mr. Harry S. Hastings, reported he had received estimates on the construction and erection of a storm door for the City Hall in the approximate sum of \$250.00.

The Council instructed the Building Inspector to secure an estimate on a swinging door to be placed in the opening in front of the second floor entrance.

The Building Inspector was instructed to investigate signs placed on the Southeast corner of College Avenue and the By-pass which completely obstructed the view of the By-pass to any motorist entering it from College Avenue.

5. Mr. James White informed the Council that Mr. Lloyd Watson had donated a gas radiator which had been placed in the Police Department. ✓
6. The Committee appointed to investigate prices on a battery charger reported on two at the prices of \$35.00 and \$44.00 for six and twelve batteries respectively. Councilman Hayman offered a motion, which was seconded by Councilman Duffy and duly passed, authorizing the purchase of a twelve battery capacity battery charger not exceeding \$44.00 to be charged pro rata to each department which might use it. ✓

The Committee also reported on air compressors but withheld a final report to further investigate greasing equipment which might be purchased with it at a better price.

7. The City Engineer presented a letter from Mr. Oscar L. Morris which asked the City to enforce through the Police Dept. the recent Civilian Defense order on automobile headlights.

The Mayor was authorized to handle the request and proposal and to discuss it with Col. Barrett and at the same time request permission to remove the paint from the headlights of all fire equipment and police equipment as a safety measure.

8. City Engineer presented a letter from Congressman David J. Ward informing him that his recent letter on the airport had been forwarded to the Commanding Officer of the U. S. Air Force.
9. City Treasurer presented a statement of Joint Airport Expenditures to date, prepared for forwarding to the County Commissioners, showing a balance due the Mayor and Council of \$1,599.90. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed approving the statement and authorizing it forwarded.
10. The Mayor and Council received a copy of a letter written to Vettie Moore, 504 W. Main Street, by Dr. S. H. Hurdle, Deputy State Health Officer, informing her that her house located at 226 Lake Street was a sanitary nuisance and must be remedied within thirty days or it would be necessary to close the property. The letter was ordered accepted and attached to the minutes upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.
11. Vouchers No. 19023 to 19065 inclusive, with the exception of Voucher No. 19059 marked Void, were approved authorized signed and paid upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.
12. Mayor and Council received a letter from Andrew T. Conner, State Mileage Conservation Administrator, asking the Mayor to appoint a Mileage Administrator for the City.

The Council authorized the Mayor to handle the request as he saw fit.
13. Since Friday, January 1st, is a legal holiday and all City Departments are scheduled to be closed, the Council authorized the City Engineer to arrange garbage collection for the next day as is the usual custom.
14. Mayor and Council authorized the City Treasurer to prepare a voucher in the sum of \$500.00 for a loan from the General Fund to the Parking Meter and Traffic Fund in order that the Parking Meter and Traffic Fund would have sufficient funds to pay a bill in the amount of \$990.15 due the Automatic Signal Corporation of East Norwalk, Conn.

The meeting adjourned at 10:00 P. M.

Minutes of the Mayor and Council
Page #3
December 28, 1942

APPROVED:

1/4/43
Date

W.S. Garroway
President of Council

Wade H. Insley
Clerk

December 23, 1942

Vettie Moore
504 West Main Street
Salisbury, Maryland

Madam:

This is to inform you that the house located at 226 Lake Street, owned by you and tenanted by seven families, is a sanitary nuisance and in violation of Ordinance #264 of the city of Salisbury.

You are hereby requested to rectify, repair and maintain in good condition the flush toilet at this property and to destroy the open back privy located in the rear of this building. It is requested also that the general sanitary conditions of the basement be improved, and that you inform your tenants that unless this building is kept in a better sanitary condition it will become necessary to request the Mayor and City Council of Salisbury to vacate the property as a dwelling.

This is to be done within thirty days unless you can show just cause why it has not been done.

Yours very truly,

S. H. Hurdle, M. D.
Deputy State Health Officer
Wicomico County

Copy to-
Mayor and City Council
Chief Mr. Chetman

CITY HALL - SALISBURY, MARYLAND - December 28, 1942

The Mayor and Council of Salisbury, Maryland called a special meeting Monday night, December 28th, at the close of the regular session at which there were present the following members: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy. The following business was conducted.

1. City Engineer read a letter from the Civil Aeronautics Authority advising him that they were taking over all phases of the airport work February 1, 1943. Councilman Russell offered a motion, seconded by Councilman Duffy, and duly passed, authorizing a letter be written to the C.A.A. advising them it was agreeable to the Mayor and Council and that the City, through its engineering department, would act in an advisory capacity at their request.
2. President of Council Mr. W. T. Gardner reported he had received a call from Mr. Milton White of White and Leonard's Company relative to the recent award for assessment binders. The matter was discussed in detail and held for further consideration.

The meeting adjourned at 10:45 P. M.

APPROVED:

Date

1/4/43

W. T. Gardner
President of Council

W. H. Howie
Clerk